

BOARD OF TRUSTEES

Meeting Agenda

Wednesday, January 17, 2018

Regular Board Meeting -2:00 pm

Laidlaw Center Boardroom, #143

237 W. Kellogg Road, Bellingham, WA 98226

MEMBERS:

- **Tim Douglas,**
Chair
- **John Pedlow,**
Vice Chair
- **Steve Adelstein**
- **Wendy Bohlke**
- **Rebecca Johnson**

- I. Call to Order & Approval of Agenda, and Notice of Public Comment Time
- II. Strategic Conversation
 - WCC Foundation Updates – Sue Cole, Executive Director for College Advancement
- III. Consent Agenda Tab 1
 - a. Minutes of December 13, 2017 Board of Trustees Meeting (Attachment A)
- IV. Action Item Tab 2
 - Chemical Dependency Professional Associate Degree/Certificate (first reading possible action)– Ed Harri, Vice President for Instruction
- V. Report from the President
- VI. Reports Tab 3
 - ASWCC – Lauren Besthoff
 - WCCFT – Tran Phung, President
 - WFSE – Carolyn Jovag, Representative
 - Administrative Services –Vice President Nate Langstraat
 - Student Services –Vice President Luca Lewis
 - Instruction – Vice President Ed Harri
 - Advancement/Foundation – Sue Cole, Executive Director
- VII. Discussion / Items of the Board
 - ACT Winter Legislative Conference
 - Board of Trustees Half Day Retreat January 26, 2017
- VIII. Executive Session*
 - ... to review negotiations on the performance of a publicly bid contract...;
- IX. Public Comment
- X. Adjournment

If you are a person with a disability and require an accommodation while attending the meeting, please contact the President's Office at 383-3330 (or TDD 647-3279) as soon as possible to allow sufficient time to make arrangements.

NEXT MEETING REMINDER

February 21, 2018

***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 December 13, 2017 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

Laidlaw Center Board Room

Wednesday, December 13, 2017

2:00 p.m.

- **CALL TO ORDER** Chair Tim Douglas officially called the Board of Trustees meeting to order at 2:00 p.m. Present in addition to the chair were trustees John Pedlow, Wendy Bohlke, and Rebecca Johnson, constituting a quorum. Trustee Steve Adelstein was absent. Others present included Former Trustee Barbara Rofkar, President Kathi Hiyane-Brown; Ed Harri, Vice President for Instruction; Nate Langstraat, Vice President for Administrative Services; Luca Lewis, Vice President for Student Services; Sue Cole, Executive Director for Institutional Advancement; Melissa Nelson, Assistant Attorney General; and Rafeeka Kloke, Special Assistant to the President.

ACTION TO ACCEPT AGENDA

- Trustee Bohlke moved to approve the agenda. It was seconded by Trustee Pedlow and the **motion was approved.**
- Chair Douglas announced that there is a designated time for public comment on the agenda.

INTRODUCTION OF NEW TRUSTEES

- Chair Douglas introduced new trustees Wendy Bohlke and Rebecca Johnson. Both new trustees shared their excitement in joining the board.

RECOGNITION OF BARBARA ROFKAR

- Chair Douglas expressed sincere appreciation for former trustee, Barbara Rofkar's years of service on the board and her passion for student success, social justice, and community services.

STRATEGIC CONVERSATIONS

➤ 2019-21 Major Capital Project Request – Nate Langstraat, Vice President for Administrative Services

Vice President Langstraat shared a PowerPoint presentation with an overview of the 2019-21 Major capital project request including the process, scoring criteria, and timeline. The project WCC will be submitting is sited in the Institutional Master Plan submitted to the City of Bellingham. The site is adjacent to Kelly Hall, it will be a three stories 52,000 square feet building with a focus on deficit square footage areas: instructional labs, science labs, faculty offices and student support/study spaces. Submission to the State Board is due on December 20, 2017. System-wide results will be released in late Winter Quarter 2018.

ACTION ITEM

➤ 2019-21 Major Capital Project Submission to State Board of Community and Technical Colleges

Trustee Bohlke moved to approve submission of the project as presented by Vice President Nate Langstraat to the state board. It was seconded by Trustee Johnson. The motion was passed unanimously.

CONSENT AGENDA

➤ Consent Agenda (Calendar)

- a. Minutes of the November 8, 2017 Board of Trustees Meeting (Attachment A)

Chair Douglas stated: "If there are no objections, this item will be adopted." As there were no objections, **this item was adopted.**

PRESIDENT'S REPORT

- President Hiyane-Brown thanked the WCC Foundation for sponsoring the Winter Holiday Luncheon for faculty and staff. Two retirees who retired mid-year were recognized for years of services to the College: Jim Hollingsworth and Jan Adams.
- WCC hosted a number of events on campus including: High School Counselor Breakfast, College Preview Day, and Mexican Consulate Mobile Unit which provided services to approx. 2,000 Mexican nationals.
- The State Board for Community and Technical Colleges is anticipating the need for additional funding to implement ctclink. There has been a great deal of discussions with presidents. The State Board approved to raise the innovation fund from 3% to 4% which will result in approximately \$200,000 plus per year for WCC.

REPORTS

➤ **Administrative Services** – Vice President Nate Langstraat

Vice President Langstraat shared that the Annual Financial Audit will begin late January. He stated all correspondences with the Board and state auditor office will be coordinated via Rafeeka Kloke.

➤ **Student Services** – Vice President Luca Lewis

Thirteen faculty and staff attended this year's Faculty and Staff of Color Conference. The conference will be held at Semiahmoo Resort next year.

➤ **Instruction** – Vice President Ed Harri

Two faculty positions were added to the eight currently going through the recruitment process: Medical Assisting and Transitional Learning. The faculty position of Equity, Diversity & Inclusion Coordinator was created and Guava Jordan has been selected to fill the position.

DISCUSSION/TACTC/ITEMS OF THE BOARD

➤ Proposed 2018 Board of Trustee Meeting Schedule

Trustee Pedlow moved to approve the proposed 2018 Board of Trustees Meeting Schedule. It was seconded by Trustee Johnson. The motion was passed unanimously.

➤ ACT Winter Conference

The ACT Winter Conference is scheduled on January 23-24, 2018 at Hotel RL in Olympia.

EXECUTIVE SESSION

- At 3:05 p.m. the meeting was adjourned for a closed Executive Session of the Board for approximately thirty minutes "... as provided in RCW42.30.140 (4) (a), to discuss collective bargaining..." and "... to review negotiations on the performance of a publicly bid contract...."

Chair Douglas announced that no action was anticipated. Guest included President Kathi Hiyane-Brown, Vice President Nate Langstraat, and Assistant Attorney General Melissa Nelson.

- The Executive Session was adjourned at 3:33 p.m. and the Board reconvened into open session at 3:33 p.m.

PUBLIC COMMENT

- Chair Douglas called for public comment. There was none.

ADJOURNMENT

- There being no further business, the meeting was adjourned at 3:34 p.m.

Memorandum

Instruction Office

To: Whatcom Community College Board of Trustees

From: Ed Harri, Vice President for Instruction
Janice Walker, Dean for Workforce Education

Date: December 14, 2017

RE: Chemical Dependency Professional Associate Degree / Certificate

Whatcom Community College's curriculum committee has recommended approval of a new degree and certificate in Chemical Dependency Professional (CDP):

1. Associate in Science - Chemical Dependency Professional (90-92 credits), and
2. Certificate - Chemical Dependency Professional

The Associate in Science degree offers an emphasis in Behavioral Health where students can take electives to further specialize in psychology, sociology and care navigation. The degree also offers a general emphasis, where electives can be chosen dependent on student's professional interest or previous education. The CDP certificate is designed for students with a previous degree to meet educational requirements for state CDP certification.

The Associate in Science Chemical Dependency Professional degree was previously offered over twenty years ago at WCC, but was discontinued as a result of waning employer demand and job opportunities at the time. Due to recent changes in our society, strong employer feedback and regional demand, WCC is renewing pathways for students to work in the behavioral health field. WCC's CDP degree and certificate programs will prepare students to counsel individuals and families with substance use disorders as chemical dependency professionals in Washington State.

The degree and certificate also prepares students to work with culturally diverse clients, in a variety of treatment settings, and within an integrated healthcare team. The courses train students in physiological actions of alcohol and drugs, co-occurring disorders, as well as the legal and ethical considerations when counseling individuals, families, and groups. The program teaches evidence based practices, emerging trends, and prepares students for the integration of behavioral health into traditional healthcare in 2020, as part of the evolving Affordable Care Act.

Approval of this degree and certificate allows Whatcom Community College to continue to expand its behavioral health program and options for students. These new programs would be effective fall 2018.

Suggested Motion:

**Move to approve the Associate in Science Degree and
Certificate in Chemical Dependency Professional**



Associate in Science - CHEMICAL DEPENDENCY PROFESSIONAL

This program prepares students to counsel individuals and families with substance use disorders as a Chemical Dependency Professional in Washington state. Courses are designed to meet the topics specific to alcohol and drug addicted individuals required by the Washington Administrative Code (246-811-030).

AU / Department	Health Professions	CIP code	51.1501 Substance Abuse/Addiction
		EPC code	437 - Substance Abuse/Addiction
Rationale	This degree has been requested by local employers, due to workforce demand.	Career opportunities	Chemical dependency professional will experience increasing demand as the field is incorporated into primary care.
Dates			
Requested start	09/17/2018	Committee approval	06/06/2017
Effective	Fall 2018	State approval	12/06/2017

Course Requirements

GENERAL EDUCATION REQUIREMENTS/RELATED INSTRUCTION*		Credits
ENGL& 101	ENGLISH COMPOSITION I (CM)	5
MATH& 146	INTRODUCTION TO STATISTICS (CP) or	5
IDS 113	QUANTITATIVE METHODS IN THE SOCIAL SCIENCES (CP)	5
PSYC& 100	GENERAL PSYCHOLOGY (HR)	5
Sub-Total Units		15
CORE REQUIREMENTS		Credits
HLTH 129	PHYSIOLOGICAL ACTIONS OF ALCOHOL AND DRUGS	5
HLTH 131	SURVEY OF ADDICTION	4
HLTH 132	LAW, ETHICS & PROFESSIONAL DEVELOPMENT	5
HLTH 133	FAMILY SYSTEMS/ADOLESCENT TREATMENT	4
HLTH 134	COUNSELING TECHNIQUES	5
HLTH 140	COUNSELING DIVERSE POPULATIONS	4
HLTH 232	TREATMENT THEORIES	4
HLTH 234	GROUP FACILITATION	5
HLTH 235	CASE MANAGEMENT I	5
HLTH 236	CASE MANAGEMENT II	5
HLTH 237	CO-OCCURRING BEHAVIORAL HEALTH DISORDERS	4

HLTH 238	CHEMICAL DEPENDENCY PROFESSIONAL PRACTICUM	5
PSYC& 200	LIFESPAN PSYCHOLOGY	5
PSYC& 220	ABNORMAL PSYCHOLOGY	5

Sub-Total Units **65**

SPECIALTY REQUIREMENTS Area/Title: Behavioral Health **Credits**

HLTH 124	BEHAVIORAL HEALTH NAVIGATION	2
HLTH 144	ESSENTIALS OF CARE NAVIGATION	5
HLTH 224	INTEGRATION OF BEHAV. HEALTH INTO PRIMARY CARE or	5
PSYC 225	COGNITIVE PSYCHOLOGY or	5
SOC& 101	INTRODUCTION TO SOCIOLOGY	5

Sub-Total Units **12**

or

SPECIALTY REQUIREMENTS Area/Title: General CDP **Credits**

Any college level courses numbered 100 or above. (Recommend PSYCH, SOC, CMST, HLTH, HUMDV) 10

Sub-Total Units **10**

Total Units **90-92**



Certificate - CHEMICAL DEPENDENCY PROFESSIONAL

This program prepares students to counsel individuals and families with substance use disorders as a Chemical Dependency Professional in Washington state. Courses are designed to meet the topics specific to alcohol and drug addicted individuals required by the Washington Administrative Code (246-811-030). This certificate is for students with a prior degree (associates, bachelors, masters).

AU / Department	Health Professions	CIP code	51.1501 Substance Abuse/Addiction
		EPC code	437 - Substance Abuse/Addiction
Rationale	This certificate has been requested by local employers, due to workforce demand.	Career opportunities	Chemical dependency professional will experience increasing demand as the field is incorporated into primary care.
Dates			
Requested start	09/01/2018	Committee approval	06/06/2017
Effective	Fall 2018	State approval	12/06/2017

Course Requirements

GENERAL EDUCATION REQUIREMENTS/RELATED INSTRUCTION*		Credits
Evidence of earned associates, bachelors or masters degree from college or university accredited by a national or regional accrediting body		0
Sub-Total Units		0
CORE REQUIREMENTS		Credits
PSYC& 200	LIFESPAN PSYCHOLOGY	5
PSYC& 220	ABNORMAL PSYCHOLOGY	5
HLTH 129	PHYSIOLOGICAL ACTIONS OF ALCOHOL AND DRUGS	5
HLTH 131	SURVEY OF ADDICTION	4
HLTH 132	LAW, ETHICS & PROFESSIONAL DEVELOPMENT	5
HLTH 133	FAMILY SYSTEMS/ADOLESCENT TREATMENT	4
HLTH 134	COUNSELING TECHNIQUES	5
HLTH 140	COUNSELING DIVERSE POPULATIONS	4
HLTH 232	TREATMENT THEORIES	4
HLTH 234	GROUP FACILITATION	5
HLTH 235	CASE MANAGEMENT I	5
HLTH 236	CASE MANAGEMENT II	5
HLTH 237	CO-OCCURRING BEHAVIORAL HEALTH DISORDERS	4

HLTH 238	CHEMICAL DEPENDENCY PROFESSIONAL PRACTICUM	5
Sub-Total Units		65
Total Units		65

**Reports to the Board of Trustees
January 17, 2018 Meeting**

➤ **ASWCC – Lauren Besthoff, President**

- **Wave Orientation**
 - Members of the Executive and Programming and Diversity Board welcomed new students at the winter quarter wave orientation. During the breakout session, we introduced ourselves, informed them of different opportunities to get plugged in around campus, and shared the numerous resources around campus. Ex: SRC, The Learning Center, Tutoring Services.
- **Student Senate:**
 - Senate Meetings for winter quarter will continue to be Mondays from 4-5PM.
 - Two new senators have joined the senate.
 - At the end of the fall quarter, student government allocated a total of \$5,488.74
 - Finals Relief: \$650.00
 - STEM Club: \$1,363.00
 - Campus Christian Fellowship: \$3063.00
 - Office Supplies: \$412.74.
- **Bylaws**
 - Final revisions for the bylaws were completed and made public for viewing on January 2nd, 2018. Per the ratification process, we have advised the student body on how to appeal amendments, when appeals are due, and when ratification of the new bylaws will take place.
- **Food Pantry**
 - For the month of December, 243.5lbs of food was collected. Students have expressed appreciation that the food pantry was still accessible during the winter break.
 - The winner of the Food Fight will be announced during half time, at the men's basketball game on January 17th, 2018
 - Current Total for the competition is: 421.75lbs.
 - Current Total from the beginning of fall quarter is: 899.75lbs.

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

- **Finance** (*Goal 5.1 Create and manage growth through fiscal, capital, technological and human resource development*)
 - The Bellingham office team of the Washington State Auditor's Office (SAO) arrived on campus January 4 to begin the 2016-17 fiscal year financial statement audit. The team is expected to be on campus until January 19. The Indirect Cost Proposal has been submitted to the US Department of Education. This proposal requests an update to the indirect rate that is applied towards federal grant awards as of July 2018.
- **Facilities & Operations** (*5.1: Create and manage growth through fiscal, capital, technological and human resource development*)

- The capital project request report (PRR) for the Technology and Engineering Center was successfully submitted on December 20. The State Board and the PRR scoring committee hope to have all submittals reviewed and scored by February 20. Proposals scoring 70 points or higher will be included in the SBCTC 2019-21 capital budget request.
- The selection process for the student housing design-build team is in the final phase. The top three teams will be interviewed on January 10 and the successful finalist announced on January 12. Preliminary design work for the student housing project is expected to begin in early February.
- The worn and broken seating in the Heiner rotating rooms was replaced over the holiday break with new and improved seating units.
- **Conference & Event Services** *(3.1 Increase college Stature as a community and educational partner)*
 - CES has confirmed agreements for facility use with Chelsey Ebert Ferndale Basketball Jam, Ferndale Girls Basketball Association (basketball tournament), Mental Health First Aid Training, AHECWW (workshop/training), Chuckanut Radio Hour: Village Books (co-sponsored by Community Education), North County Alliance FC (Soccer), NW United FC (Soccer), WFC Rangers (Soccer), and Chuckanut Bay Rugby.
- **Emergency Preparedness, Safety & Security** *(5.3 Promote a safe environment for teaching, learning, and working)*
 - Safety & Security staff participated in tabletop exercise on Infectious Disease in partnership with Western Washington University, Bellingham Technical College, and several community partners. This exercise provided insight to the complexity in assessing, managing, and recovering from an infectious disease outbreak on campus. Staff had the opportunity to participate with WWU's emergency response team at each level. Best practices and recommendations were noted and will be useful in the development of WCC's update to the Comprehensive Emergency Management Plan (CEMP).
- **Bookstore** *(Goal 5.1 Create and manage growth through fiscal, capital, technological and human)*
 - The Bookstore experienced strong sales in December. Website sales were up 60% and overall store sales were up 10% from December 2016. Strongest growth occurred in textbook rentals, study aids, and food categories.
 - Working in full collaboration with the College's Copy & Print Services and Library Copyright Services, the Bookstore has reduced student costs on several texts by locally producing these materials. Through these efforts, the student cost of a required Statistics book was reduced for winter quarter from the publisher's standard retail price of \$49 to \$18 and the required Japanese textbook was reduced from \$40 to \$10.
- **Technology** *(5.1 Create and manage growth through fiscal, capital, technological and human resource development)*
 - IT successfully performed a major upgrade to the Virtual Desktop Infrastructure (VDI) environment with limited downtime during winter break.
 - IT purchased and installed a new storage array to support campus servers. The previous one is no longer supported by the manufacturer, low on space, and was not able to support the speed needed.

➤ Student Services—Luca Lewis, Vice President

- **Student Life and Development** (*3.3 Increase services focused on supporting marginalized student populations to close the equity gap in student outcomes. 3.6 Increase campus engagement in social justice education and leadership opportunities*)
 - Teacher Appreciation Day took place on November 29, 2017. The purpose of Teacher Appreciation Day was to offer students the opportunity to thank their instructors. Students were provided with roses and thank you cards to give to their faculty. Fifty-five students participated in this activity.
 - In the month of December, the Student Ambassador Leadership Team serviced 417 visitors at the Office of Student Life and Development front desk and printed 124 Orca Cards.
 - The ASWCC Programming and Diversity Board will be hosting the Winter Welcome on January 10. There will be food, games, activities, and resources to welcome new WCC students to campus. The purpose of this event is to introduce students to the Office of Student Life and Development and increase student engagement and foster a sense of belonging on campus.
 - **Student Recreation Center** (*1.3 Promote student access through quality services and resources*)
 - To wrap up the fall quarter, the SRC staff hosted two tournaments, a badminton and a soccer tournament. These were both fun and successful events with over 60 students, staff, and faculty participating.
 - Drop in basketball continues to garner participation from staff and students, and will continue through winter quarter, Wednesdays and Fridays from 12:00pm-1:00pm.
 - The second annual Student Health and Wellness Fair is scheduled for March 14 from 10:00am-2:00pm in the Pavilion.
 - **K-12 Partnerships** (*1.3 Promote student access through quality services and resources. 3.2 Ensure all students have access to campus resources that support educational success*)
 - On the first day of Winter Quarter 2018, 994 Running Start students were enrolled (compared to 1049 in Winter 2017) with an average of 12.5 credits per student (compared to 11.4 in Winter 2017).
 - WCC participated in the Lynden School District Linkage event on December 5. During this event, Lynden School District solicited input from the community on how to improve college and career readiness with their students.
 - During Fall Quarter 2017, K-12 Partnerships collaborated with administrators from the following schools: Bellingham, Ferndale, Lynden, Lynden Christian, Meridian, Options, and Windward High Schools. Mount Baker High School is scheduled during Winter 2018. Various initiatives are beginning at these schools with ongoing conversations about how to improve the transition for students to WCC.
 - **Outreach** (*1.3 Promote student access through quality services and resources, 2.3 Strengthen partnerships with K-12 and higher education institutions, 3.3 Increase services focused on supporting marginalized student populations to close the equity gap in student outcomes*)
 - Outreach hosted 204 students from 13 high schools at Fall Preview Day at WCC on Friday, December 1. The itinerary included a keynote address, mock classes taught by WCC faculty, and a campus life panel.
 - Outreach hosted 20 high school counselors at WCC on Tuesday, December 12 for the annual WCC meeting. President's Cabinet welcomed the counselors and provided
- phone 360.383.3000 | fax 360.383.4000 | 237 West Kellogg Road, Bellingham WA 98226 | whatcom.edu

division updates. Multiple WCC programs and departments provided updates including Running Start, Financial Aid, K-12 Partnerships, Professional Technical, BFET, Student Success and Retention, and Workforce Education.

- **Entry Services** *(1.3 Promote student access through quality services and resources)*
 - Staff called over 600 students to remind them tuition is due and to provide information about tuition payment plans. Phone calls were made by staff from across the college including Student Life and Development, Business Office, Instruction, Academic Advising and Career Services, Worker Retraining, Title III/AIM, Student Services, TRIO, Residence Life, Basic Food Employment & Training, and Entry Services.
- **Student Success and Retention** *(1.1 Increase student achievement in transfer and career preparation. 1.2 Increase academic support for students, 2.5 Increase professional development opportunities for faculty and staff)*
 - WCC's TRIO Upward Bound program is now fully staffed. Fernando Morado has been hired as the project director, Sarah Simpson as the academic and career advisors, and Hannah Bennett as the program assistant. TRIO UB staff will work with Ferndale, Mount Baker, and Nooksack Valley high schools to integrate the program within their schools to prepare 60 students from low income, and first-generation backgrounds for secondary and postsecondary success.
 - WCC's TRIO Upward Bound program is currently in the process of developing an innovative "Pathway to College" curriculum using evidence-based strategies designed to engage students and promote secondary school graduation, post-secondary enrollment, and college success.
 - WCC's TRIO Upward Bound program is in the process of developing a structured application process for students interested in participating in the program. The UB application and enrollment process will be comprehensive, and the admission process will be competitive due to the significant level of commitment required of students by the program.
 - WCC's TRIO Upward Bound staff are scheduled to meet with target high school administration and staff this month to discuss best ways to integrate the program into their respective schools. Integration will include discussions about space, access to students and student information, best way to structure the program and student experience at their respective schools, and integration of UB staff within their existing structure.

➤ **Instruction— Ed Harri, Vice President**

- **Workforce Programs and Projects:** *(1.3 Promote student access through quality services and resources, 2.5 Cultivate community awareness and support for the College, 3.1 Ensure all students have access to campus resources that support educational success)*
 - The Basic Food, Education & Training (BFET) program expended over \$60,000 in tuition and textbook support to BFET-enrolled students fall quarter. An additional \$8,000 was awarded for emergency expenses, enabling those students to stay on their academic pathway. The BFET program has 167 students enrolled winter quarter, maintaining its growth trend. BFET, a Washington State DSHS program, is a part of Washington State's comprehensive workforce development system, serving the needs of low-income individuals, displaced

- workers, and employers by encouraging financial independence from public assistance through skill acquisition, personal responsibility and gainful employment.
- Community & Continuing Education (CCE) received a \$5,000 grant from the City of Bellingham's Tourism Promotion Fund grant for marketing the 2018 Chuckanut Writers Conference. Now in its eighth year, the Chuckanut Writers Conference is a craft-centered writing conference featuring keynotes, breakout sessions, and panels led by notable authors and publishing professionals. This year's conference faculty includes authors Janie Chang, Natalie Goldberg, Jonathan Evison, Ian Weir, Washington State Poet Laureate Claudia Castro Luna, and many more. Approximately 200 attendees are expected from around the Northwest and beyond. The conference is co-presented by Whatcom's CCE program and Village Books, and will take place at WCC on June 22 & 23. The conference schedule will be posted and registration will begin on January 31 at chuckanutwritersconference.com.
 - **Simpson Intercultural Center:** *(2.1 Increase collaboration and communication to serve collective needs across the College, 2.5 Cultivate community awareness and support for the College, 3.6 Increase campus engagement in social justice education and leadership opportunities.)*
 - The Intercultural Center (IC) supports traditionally marginalized or underserved students through structured activities that build community and develop leadership capacity. Student staff members, trained as peer counselors, offer support to their fellow students. The IC currently has four chartered student clubs based on ethnic heritages: the Black Student Association, Latinx Leadership Club, Muslim Student Association, and Native/Indigenous Student Association. A group for women is in the early stages of development.
 - In October, the IC hosted the 4th Annual Indigenous Peoples Day with Northwest Indian College. Whatcom welcomed over 300 people to the morning session, and over 200 people attended the afternoon session at NWIC.
 - Also in October, ten Whatcom students attended WWU's Ethnic Student Center Conference, participating in workshops and other activities with Western students, faculty, and staff.
 - On November 2, the Latinx Leadership Club co-hosted the 4th Annual Celebracion del Dia de los Muertos (Day of the Dead Celebration) with several student clubs from WWU. About 400 people from WCC, WWU, local elementary, middle, and high schools, and Latino community members enjoyed dance and musical performances, traditional foods and beverages, face painting and craft projects.
 - Stone Soup – This lunchtime series, now in its 3rd year, was originally begun in response to student panel voices on an All College Day expressing the positive impact of talking with faculty outside of classes. The IC hosts weekly sessions for faculty, staff, and students to share lunches and conversation. A fairly evenly mixed group of between 10 and 25 students, faculty, and staff meet each week to discuss current events and other topics of interest.

➔ **Institutional Advancement – Sue Cole, Executive Director**

- **Foundation** *2.5.2 Complete planning for capital fundraising campaign; 3.3.3 Ensure sustainability of Orca Food Pantry.*
 - **Fundraising Update:**
 - Draft reports show that we received 53 gifts and pledges totaling \$632,004 for the month of December, which includes an estate gift received of \$581,478. Fiscal year to date as of 12/31/17, we have received \$737,276 in gifts and pledges.

- **Foundation News:**
 - Established four new scholarships: Orca Student Success Fund, WCC Retirees Scholarship, WCC Trustees Scholarship, and Whatcom County School Retirees Scholarship.
 - Received an estate gift in excess of \$500,000 that will be used to support Whatcom’s arts program and students.
 - Established a relationship and received our first gift from the Tulalip Tribes Charitable Fund. The Tulalip Cares organization approved our grant request for \$3,000 toward the purchase of software that allows two pieces of equipment (donated by Chemco) to be used in our Chemistry classes.
- **Community Affairs** *2.1.3 Present capital project (i.e. Learning Commons, student housing) updates to help foster ongoing mutual support with the local community; 2.5.1. Build and strengthen new and existing relationships with local businesses and community groups as college supporters to help fund initiatives and develop advocacy for the college.*
 - Meetings to explore new/renewed partnerships in January include Bellingham Food Bank (with Orca Food Pantry), Wilson Engineering, Chuckanut Health Foundation, US Bank and BP.
 - Two communication workshops in January will be held for key college outward-facing communicators focused on developing the voice and major messages of WCC.
- **Communications, Marketing and Publications** *1.3.1 Fully implement and evaluate a welcome center; 2.1.1 Expand communications tools and resources for increased collaboration and institutional awareness; 2.6.3 Package business-centric services/opportunities to connect with business and industry to create awareness of the college’s impact on the economy.*
 - Press Releases/Media Outreach and Resulting Media Coverage. Find college news at whatcom.edu/news
 - “Guys and Guts” and “Girls Go Tech” workshops are back at WCC, release sent 1/4/18
 - Information Technology Degree Boosts Whatcom Community College, Bellingham Alive print magazine, January 2018
 - [Ferndale Chamber of Commerce To Host Disney Business Excellence Seminar](#) (H & T faculty Greg Hansen quoted), Whatcom Talk, 12/29/17
 - [Human rights conference on Saturday before MLK Jr. Day](#), Lynden Tribune, 12/13/17
 - The Scene: WCC Foundation Donor Appreciation Breakfast recap, Bellingham Alive print magazine, December 2017