

BOARD OF TRUSTEES

Meeting Agenda

Wednesday, May 9, 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**

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**

June 13, 2018

- I. Call to Order & Approval of Agenda, and Notice of Public Comment Time
- II. Budget Updates
 - WCC 2018-19 Operating Budget Presentation (first reading) – Nate Langstraat, Vice President for Administrative Services
 - Proposed ASWCC Service and Activities Budget 2018-2019 (first reading, possible action) *Tab 1* – Lauren Besthoff, ASWCC President
- III. Consent Agenda *Tab 2*
 - a. Minutes of April 11, 2018 Board of Trustees Meeting (Attachment A)
- IV. Report from the President
- V. 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
- VI. Discussion / Items of the Board
 - ACT Spring Conference – May 10-11, 2018
- VII. Executive Session*
 - (g)...as provided in RCW 42.30.140 (4) (a), to discuss collective bargaining...
- VIII. Public Comment
- IX. Adjournment

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

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

Whatcom Community College



SERVICES AND ACTIVITIES FEE BUDGET

2018-2019

Approved by the ASWCC Executive Board - April 23rd, 2018

Approved by the ASWCC Senate – April 30th, 2018

Associated Students of Whatcom Community College

Vision:

ASWCC aims to achieve a dynamic campus environment in which all students are represented and have an opportunity to participate.

Mission:

To serve students by providing diverse opportunities for campus involvement, to build campus community and represent student concerns in college decision-making.

ASWCC

SERVICE AND ACTIVITY FEE BUDGET

2018-2019

SUBMITTED BY

LAUREN BESTHOFF
ASWCC PRESIDENT

BOARD OF TRUSTEES

TIM DOUGLAS, CHAIR
JOHN PEDLOW, VICE CHAIR
STEVE ADELSTEIN
WENDY BOHLKE
REBECCA JOHNSON

KATHI HIYANE-BROWN, PRESIDENT

ASWCC S&A FEE BUDGET COMMITTEE

LAUREN BESTHOFF, CHAIR
SANDRA RAMIREZ, EXECUTIVE REPRESENTATIVE
ENOCH BERGERON , EXECUTIVE REPRESENTATIVE
ANH NGYUEN, PROGRAMMING AND DIVERSITY BOARD
JEBIN TAHERA, STUDENT-AT-LARGE
MASON GREEN, STUDENT-AT-LARGE
HEIDI FARANI, EXECUTIVE ADVISOR
LUCA LEWIS, ADMINISTRATIVE REPRESENTATIVE
NATHAN LANGSTRAAT, ADMINISTRATIVE REPRESENTATIVE



MEMORANDUM

Associated Students of Whatcom Community College

TO: Board of Trustees

FROM: The Associated Students of Whatcom Community College

DATE: May 9th, 2018

RE: 2018-2019 Service and Activity Fee Budget

The 2018-2019 Service and Activity (S&A) fee budget has been developed by the ASWCC S&A Fee Budget Committee. The committee considered each request individually and met with each requestor to evaluate the request and ask questions.

We considered at:

- a. Current and past spending in relation to the funding requests.
- b. If increased request, the need for organizational growth.
- c. Attendance at student senate meetings the past year for report outs.
- d. Number of student employees.
- e. How students value the organization.
- f. Diversity and equity within the organization.

In approving this budget, the Board of Trustees authorizes:

- The ASWCC and the Director for Student Life and Development to proceed with the execution of the planned program.
- The transfer of funds between budget categories as required during the fiscal year to support approved projects and activities. The Board authorizes the ASWCC President and the Director for Student Life and Development to approve these transfers.
- The ASWCC S&A Fee Budget Committee in coordination with the Director for Student Life and Development in partnership with the college's Business Office Director to adjust the estimated S&A fee revenues during the fiscal year and to allocate additional resources within the approved budget. The Board recognizes that this annual budget is a projection, and that actual revenues and expenses may vary from the projections during the execution of the budget during the fiscal year.

S&A Budget Summary

Revenue

The estimate of Services & Activities fee revenue is based on projected 2018-2019 FTE levels. (Full- Time Equivalent: 12 credit hours fulfilled by one student equals one FTE). This conservative estimate was developed in coordination with the Director for Business and Finance and the Vice President for Administrative Services.

<u>Projected Revenue</u>	<u>2017-2018</u>	<u>2018-2019</u>
Estimated Resources	865,484.09	869,317.52

Expenditures

The ASWCC Budget Committee has thoughtfully reviewed all requests and presents a budget reflecting balance among the various activities to benefit all students and expansions in many areas of student programs. Collaboration with the Operational Budget prevented overlap from occurring.

<u>Reserve Funds</u>	<u>2017-2018</u>	<u>2018-2019</u>
Orca Field	86,548.41	86,931.75
Fund Balance Reserve	40,000.00	37,280.77
Total Expenditures	126,548.41	124,212.52

Reserve Funds

Orca Field: Designating these funds continues the practice of building a reserve fund for replacement of the Field Turf ® at Orca Field.

Fund Balance Reserve: The Associated Students set aside funds in the Fund Balance Reserve to offset any shortfall in projected S&A revenue that may happen during the year. If estimated resources are met as projected, these funds are intended to be held in the Fund Balance to support future projects. Under the student senate's recommendation, with approval from the Board of Trustees, they are available for major projects to fund architect fees, schematic designs, and other initial costs. Funds are also available for minor renovations to enhance spaces that are utilized by students and promote formal and informal learning, interaction, collaboration, and a sense of community. The \$37,280.77 budget line above may be used to fill unforeseen gaps by the S&A budget allocations, as requested to and approved by the ASWCC Student Senate.

Whatcom Community College
Services & Activities Fee Budget
2018-2019 Fiscal Year

<u>ASWCC Executive Board</u>	<u>2017-2018</u>	<u>2018-2019</u>
Student Hourly Pay	45,738.00	47,520.00
Supplies	0.00	2,000.00
Training and Development	11,000.00	12,000.00
Total Expenditures	56,738.00	61,520.00
<u>ASWCC Support</u>	<u>2017-2018</u>	<u>2018-2019</u>
Conferences and Presentations	20,000.00	17,000.00
Special Projects	12,000.00	10,000.00
Equipment & Furnishings	3,000.00	3,000
Senator Stipends	9,360.00	11,880.00
SoJEP Committee *See note	5,000.00	0.00
Total Expenditures	49,360.00	41,880.00

<u>ASWCC Administration</u>	<u>2017-2018</u>	<u>2018-2019</u>
Professional Staff Salaries	82,814.00	83,125.00
Tech Support	5,000	5,000.00
Student Life Office	3,000.00	3,000.00
Total Expenditures	90,814.00	91,125.00

Executive Board

Student Hourly Wages: The Executive Board (6 positions) will cover stipends.

Supplies: All supplies have been moved to a single budget line.

Leadership Training and Development: This year's budget committee evaluated the necessity of traveling long distances to receive training. We are hopeful that the Executive Board will find constructive ways to spend this money.

Associated Students Support

Conferences and Presentations: This budget item decreased by 3,000.00 dollars. The Budget Committee evaluated the spending of the current senate and felt like greater collaboration could be done between student led, student run events across campus. Stipulations relevant to granted funding would include the strict requirement to bring a presentation back to the school.

Special Projects: The budget committee evaluated the spending for this line item and decided to decrease the budget by 2,000.00 dollars based off the spending pattern of this year. This line

item funded programming like, Finals Relief, Orca Volunteer Orientations and Celebrations, and Senate Outreach Supplies.

Equipment / Furnishings: This budget line allows students the opportunity to buy and maintain specific items in relation to student programs.

Orca Day: This budget line continues to be defunded, as the Executive Board feels like they wouldn't be able to make proper use of those funds. The Executive Board felt that those funds were better invested elsewhere.

Contingency Travel: This budget line provided funding for unforeseen travel for students for activity events, student leadership training workshops, student legislative academy. Student Leaders will need to fundraise or use the S&A Fund Balance to do extra travel.

SoJEP Committee: This budget item is strictly for the use of the Social Justice Equity and Pluralism Committee. Funds are to be used to spread awareness of social justice issues as well as fund the Student's Leading Change Conference. This line item was combined with the Student Led Leadership Conferences.

<u>ASWCC Programming and Diversity Board</u>	<u>2017-2018</u>	<u>2018-2019</u>
Student Hourly Pay	38,500.00	34,320.00
Activities and Events	21,000.00	17,000.00
Student Led Leadership Conferences (SOJEP)	0.00	10,000.00
Leadership Training	6,000.00	7,000.00
Welcome Back BBQ	3,500.00	4,500.00
Orca Day	7,000.00	8,000.00
Total Expenditures	76,000.00	80,820.00

<u>ASWCC Clubs</u>	<u>2017-2018</u>	<u>2018-2019</u>
ASWCC Clubs	20,000	17,000
Orca Day	3,000	3,000
Total Expenditures	23,000.00	20,000

<u>ASWCC Organizations</u>	<u>2017-2018</u>	<u>2018-2019</u>
Student Ambassadors	32,565.00	30,000.00
Performing Arts	4,000.00	4,000.00
Horizon	18,500.00	18,500.00
Mascot	-	800.00
Total Expenditures	55,065.00	53,300.00

Programming and Diversity Board

Student Hourly Pay: This budget line is to be used to pay for the stipends for the 5 positions in the Programming & Diversity Board.

Activities and Events: This budget line is to be used by the Programming & Diversity Board to fund events throughout the academic year.

Student Led Leadership Conferences: This year the committee saw the importance of running one student led, student run conference a quarter. Because of this, the committee allocated funds specifically for these events, combining the SoJEP budget line here, with the understanding that 5,000.00 dollars of this budget line is reserved for Students Leading Change in the Spring.

Supplies: This budget line is for the Programming and Diversity Board to generate successful

programming campus wide.

Leadership Training and Development: This money is used to train the Programming & Diversity Board. The amount reflects what the committee believes would be sufficient funding for training the 5 positions.

Welcome Back Barbecue: This budget line was originally separated out of the Activities & Events budget line to encourage minimum spending for the Welcome Back Barbeque at the Beginning of the academic year. We increased the budget due to the Fall Welcome Back Barbecue being the largest welcome back event of the academic year.

Orca Day: This budget line is to be used by the Programming & Diversity Board to fund activities for Orca Day at the end of the academic year.

ASWCC Clubs

ASWCC Clubs: This budget line provides funding for clubs to have events on campus, purchase supplies for club activities, and club promotion. Based off the spending pattern from the 2017-2018 academic year, the committee decided to allocate less than the previous year, in hopes that there would be greater collaboration between clubs and departments in the 2018-2019 year.

Orca Day: This budget line funds the ASWCC Clubs' portion of involvement in Orca Day.

ASWCC Organizations

Student Ambassadors: This budget line provides for personnel expenditures and professional development. Student Ambassadors (8 positions).

Whatcom Leads: This program no longer exists.

Performing Arts Organization: This budget line provides funds to support the performing arts at Whatcom Community College, including drama, music, and dance productions. The committee felt no need to adjust this fund. The Performing Arts Organization essentially earns this money back by selling tickets to shows.

Horizon: This budget line provides The Horizon with funds to publish quarterly newspapers. Based off the spending pattern for this department, we decided to continue to allocate the same amount as last year.

<u>Athletics: Teams</u>	<u>2017-2018</u>	<u>2018-2019</u>
Men's Basketball	26,500.00	26,500.00
Women's Basketball	26,500.00	26,500.00
Volleyball	24,500.00	23,500.00
Men's Soccer	25,500.00	25,500.00
Woman's Soccer	25,500.00	25,500.00
Uniforms	10,000.00	8,000.00
Contingency Travel	21,000.00	13,000.00
Total Expenditures	159,500.00	148,500.00

<u>Athletics Administration</u>	<u>2017-2018</u>	<u>2018-2019</u>
Athletic Director	55,080.00	58,710.00
Athletics Trainer	13,000.00	13,000.00
Athletics/SRC Coordinator	-	10,000.00
Officiating Fees	20,500.00	20,500.00
Total Expenditures	88,580.00	102,210.00

Athletic Team Support

This budget reflects a collaborative partnership in funding between students and the administration. The ASWCC is proud to provide funds to support our five intercollegiate athletics teams: men's and women's basketball, women's volleyball, and men's and women's soccer. We are hopeful that more collaboration will occur between the Office of Student Life & Development and the Athletic Programs.

Uniforms: Team uniforms are replaced on a rotational cycle. The decrease allowed expansion of other areas in the proposed budget.

Contingency Travel: This budget line provides funding for post season competition for athletics. Any leftover funds are sent to the ASWCC Student Senate for use on other projects.

Athletic Administration

Athletics Director: This budget line funds 100% of the salary and benefits of the Associate Director of Athletics.

Athletics Trainer: This budget line covers the personnel expenditures for the athletics trainer.

Athletics/SRC Coordinator: This budget line covers the cost of an SRC Coordinator.

Services	2017-2018	2018-2019
Intercultural Center	37,500.00	37,500.00
Pavilion Student Training	-	4,000.00
Veterans Center	10,000.00	8,000.00
Learning Center	81,000.00	81,000.00
Turning Point	200.00	-
Transfer Fair	1,000.00	1,000.00
Library Services	4,150.00	750.00
Whatcom Wave	4,500.00	5,500.00
AIM	-	2000.00
Residence Life	-	4,000.00
Commencement	1,500.00	2,000.00
Total Expenditures	139,850.00	145,750.00

Services

Intercultural Center: This budget line provides part-time hours wages for student staff in the Intercultural Center, as well as funding for staff professional development and supplies.

Pavilion Coordinator Staffing: This was moved out of the S&A Budget into the SRC fee budget

Pavilion Student Staffing: This was moved out of the S&A Budget into the SRC fee budget.

Pavilion Student Training: This budget line is a new ask to train student staff prior to the new academic year.

Veterans Center: This budget supports student staffing needs in the Veteran's Center. The Student Senate recognizes the importance this support service provides for our campus and community.

Learning Center: This budget line funds part-time hourly wages of student tutors in the Learning Center.

Turning Point: This program no longer exists.

Transfer Fair: This budget line allocates funding to provide food for the quarterly student transfer fair. This program has historically been supported and funded by the student senate, and it was recommended by the ASWCC to include this in the annual budget.

Library Services: This budget line allocates funds to provide refreshments for Late Nights at the Library. This program has historically been supported and funded by the student senate, and it was recommended by the ASWCC to include this in the annual budget.

Whatcom Wave: This budget line allocates funding to provide food for the Whatcom Wave. This program has historically been supported and funded by the student senate, and it was recommended by the ASWCC to include this in the annual budget.

AIM: This budget line allocates funding to the AIM program here on campus. This program historically came to senate asking for funds to provide refreshments at their events, and has been supported by the student senate. It was recommended by the ASWCC to include this in the annual budget.

Residence Life: This budget line allocates funding to the Residence Life program here on campus. This program historically came to senate asking for funds to provide programming across campus, and has been supported by the student senate. It was recommended by the ASWCC to include this in the annual budget.

Commencement / Honor Cords: This budget line provides funds for post commencement reception and honor cords for graduation. It also supports funds necessary for the Nursing Pinning Ceremony.



CONSENT AGENDA

- a. Minutes of April 11, 2018 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, April 11, 2018

1:00 p.m.

- **CALL TO ORDER** Chair Tim Douglas officially called the Board of Trustees meeting to order at 1:00 p.m. Present in addition to the chair were trustees, John Pedlow, Wendy Bohlke, and Rebecca Johnson, constituting a quorum. Others present included 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; Kerena Higgins, Assistant Attorney General; and Cynthia Hoskins, Interim Executive Assistant to the President.

ACTION TO ACCEPT AGENDA

- Trustee Wendy Bohlke moved to accept the agenda. Trustee Pedlow seconded it and the motion was approved.
- Chair Douglas announced that there is a designated time for public comment on the agenda.

2018 ALL-WASHINGTON ACADEMIC TEAM

- President Kathi introduced Kordel Clarks, honored at the March 22 All-Washington Academic Team Recognition Ceremony. Clarks is a 2nd year student majoring in Aeronautical Engineering with a 3.97 GPA. He is active in PTK, serves on a tenure committee, and volunteers at his church's community garden. Clarks was also recognized as a Coca Cola Bronze Scholar.
- Elizabeth Kazadayev was the other WCC student honored at the March 22 ceremony. Kazadayev holds a 3.8 GPA and is interested in medical research or phlebotomy. She plans to attend UW or WWU.

STRATEGIC CONVERSATION

- **Student Housing Project Update – Nate Langstraat, Vice President for Administrative Services**
Vice President Langstraat introduced student housing project partners: Dave Letrondo and Scheer Chan, Ankrom Moisan Architects; Bill Perry and Scott Isenhardt, Tiger Construction; Kevin Barber, Department of Enterprise Services. WCC student housing core team members were recognized and thanked for their work on the project: Brian Keeley, Rebecca Butler, and Kelly Kester. Scheer Chan provided an update on the project.
 - Programming is complete and design development began in March with completion expected by late summer 2018.

- Phase one of three to be built on south side near WTA station. All phases designed to be interconnected with outdoor space and courtyard.
- Goals used to steer student housing facility in the right direction throughout the duration of the project:
 - o Community—implement a culturally inclusive place that celebrates diversity and opportunity for student engagement
 - o Safety—create safe and secure facility and employ best practices of prevention in design of environment
 - o Education—environment that fosters student success and advance learning through residence life education
 - o Affordability—mindful of providing student access to affordable housing
 - o Sustainability—sustainable practices in design decisions, visible strategies for students to learn and adopt sustainable lifestyles
 - o Outreach and Orca Pride—facility to present positive image for Whatcom Community College and actively promote the College
 - o Constructability—employ comprehensive site planning for facility.
 - o Campus Integration—facility to have strong identity that respects and enhances campus
- Student engagement—450 students participated in an online survey and an additional 100 participated in various face-to-face events to solicit feedback on project.
- Guaranteed maximum price (GMP) will be established in mid-July with construction beginning September 2018. Substantial completion of construction is slated for April 2020 with a fall 2020 opening of the new facility.

CONSENT AGENDA

➔ **Consent Agenda (Calendar)**

- a. Minutes of the March 14, 2018 Board of Trustee 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 Kathi reported that enrollment is flat. Spring quarter FTE was up .1% or 3,565 FTE this year compared to 3,560 last year.
- ➔ WCC received official correspondence from Northwest Commission on Colleges and Universities (NWCCU) stating approval for the College to add an Associate of Science degree and certificate in Chemical Dependency. President Kathi acknowledged and thanked the following individuals for their work and involvement: Cindy Burman-Woods, Janice Walker, Annette Flanders, and Michelle Heitmann.

- Washington State Department of Commerce awarded WCC one of three Skilled Worker Awareness Program grants to help increase the number of people with skills and credentials for high demand occupations that do not require a four-year college degree. The grant is for \$27,000 to fund a part-time recruiter/student support advisor for the new Chemical Dependency Program.

The annual CyberWatch West National Visiting Committee meeting in early March was successful. The committee is comprised of representatives from other higher education institutions, business, industry, and the National Science Foundation (NSF) program officer. Janice Walker, Corrinne Sande, and others have submitted a proposal to have WCC considered for an NSF regional resource center grant. The College plans to apply for several other NSF large project and supplemental grants to help fund related initiatives that build toward a national center application due in 2020.

REPORTS

- **ASWCC**—Lauren Besthoff
 - Location for Orca Day has been identified between Laidlaw Center and Pavilion.
 - Students Leading Change conference May 12 keynote speakers will be Justice Mary Yu and William Nu'utupu Giles.

DISCUSSION/ITEMS OF THE BOARD

- ACT spring conference May 9-10, in Vancouver WA

PUBLIC COMMENT

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

ADJOURNMENT

- There being no further business, the meeting was adjourned at 2:20 pm.

Whatcom

COMMUNITY COLLEGE

Reports to the Board of Trustees May 9, 2018 Meeting

➤ ASWCC – Lauren Besthoff, President

- **2018-19 S&A Budget** (*Goal 1.3 Promote student access through quality services and resources. Lauren Besthoff, President*)
 - The Budget Committee submitted a proposed 2018-19 S&A Budget that the ASWCC Executive Board endorsed. It will be presented at the May Board of Trustees Meeting.
- **Orca Food Pantry** (*Goal 3.3 Increase services focused on supporting marginalized student populations to close the equity gap in student outcomes. Sandra Ramirez, Vice President for Campus Advocacy*)
 - Collected 2,472 pounds since September 2017. Seventy-one pounds have been donated since the start of Spring Quarter 2018.
 - A voluntary anonymous tracking system is now in place. Since April 3, 2018, between seven and ten students have indicated they are utilizing the food pantry each week.
- **Clubs** (*Goal 3.6 Increase campus engagement in social justice education and leadership opportunities. Enoch Bergeron, Vice President of Clubs*)
 - Chartered two new clubs: Filmmaking and Spanish.
- **Orca Volunteers** (*Goal 3.6 Increase campus engagement in social justice education and leadership opportunities. Claudia Johan, Vice President of Operations*)
 - Hosted Spring Volunteer Orientation on April 18, 2018.
 - Logged 392 service hours since September 2017 at various Orca event such as club fairs and welcome events.
- **Programming and Diversity Board** (*Goal 3.6 Increase engagement in social justice education and leadership opportunities. Vanessa Pescasio, Vice President of Social and Educational Programming*)
 - Hosted Spring Welcome Back Event in partnership with the Campus Christian Fellowship. The purpose of the event was to welcome students back to WCC with resources tables, games, pancakes, and ice cream. Approximately 450 students participated.
 - Hosted the Tinker Talent repurposing event during Earth Week. This event promoted sustainability and taught students about the 3Rs: Reduce, Reuse, and Recycle. Approximately 50 students participated and the Programming and Diversity Board gave away 20 plants.
 - Hosted Spring Quarter Club Fair with 16 different clubs represented and approximately 150 participants.

➤ WCCFT—Tran Phung, President

- Members from the faculty Union will meet, in conjunction with faculty from Western and Skagit, with local candidates running for office to determine, if applicable, endorsements.

➤ WSFE – Carolyn Jovag, Representative

- At the April WFSE Local 1060 meeting, Dan Andreason was elected 2nd Vice President and Carolyn Jovag was elected Recording Secretary. The WFSE Local 1060 represents 14 state agencies from Whatcom, Skagit and Island Counties.

➤ Administrative Services—Nate Langstraat, Vice President

- **Finance** (*4.1 Offer programs, services, and facilities that support college needs and market demands*)
 - The development of the operating budget is progressing on schedule. Meetings for next year's self-support budgets will commence in May.

- The College's federal indirect rate proposal was submitted last December. Staff are currently responding to questions from the federal negotiator, and expect to have a newly negotiated rate in place for the new fiscal year on July 1. It's anticipated that the indirect rate will increase from the current 27% to at least 30%.
- **Facilities & Operations** (4.1 Offer programs, services and facilities that support College needs and market demands)
 - Construction for the Learning Commons is tracking closely with the schedule. Work continues on the north half of the building with foundation excavation, forming, steel reinforcement, and concrete placement. Work will transition to the south through May with foundation work finishing in early June.
 - The student housing project went through a preliminary review with the Cordata Design Review Committee and the City of Bellingham Planning & Public Works on April 19. The project received good support from both groups, receiving only minor suggestions and comments regarding parking configuration, pedestrian pathways, and stormwater detention. Comments will be reviewed and those adding value to programming and design will be incorporated into the project as budget allows.
- **Conference & Event Services** (4.1 Offer programs, services, and facilities that support college needs and market demands)
 - Conference & Event Services has confirmed agreements for facility use with the Bellingham Roller Betties, The Bellingham Community Band, Impact Washington – Training Session, Dr. Laura Schlessinger “Peaceful Parents Happy Kids”, and the World Wide Dream Builders.
- **Emergency Preparedness, Safety & Security** (4.4 Enhance the safety of the college environment)
 - On April 11, campus safety and security worked directly with Governor Inslee's security team as the Governor visited with staff and students before the Learning Commons ground breaking event. Safety and security part-time student staff had an opportunity to work alongside experienced specialized State Officers. It was an invaluable opportunity for them.
- **Technology** (4.1 Offer programs, services, and facilities that support college needs and market demands, 3.1 Ensure all students have access to campus resources that support educational success)
 - IT has been researching technology solutions for the Learning Commons and Student Housing projects. This includes connectivity to campus, wireless access, building security solutions, and technology to put in all the rooms.
 - IT staff are developing three custom programming projects, two are application web forms that would allow students to upload documents and fill out forms in a secure environment. The other is a redesign of the College's Accessibility Compliance Tracker so that it can be used by the State Board of Community and Technical Colleges consortium. This will allow the system to work collaboratively and share results.

➔ **Student Services—Luca Lewis, Vice President**

- **Community Outreach:** (Goal 2.5 Cultivate community awareness and support for the College, 3.3 Increase services focused on supporting marginalized student populations to close the equity gap in student outcomes)
 - Hosted the Guatemala Mobile Consulate on April 14-15, 2018. The Consulate helped over 230 visitors complete paperwork for passports, birth certificates, employment forms, and other forms of identification.
- **Student Life and Development:** (Goal 1.3 Promote student access through quality services and resources, 1.4 Provide students with mentors, internships, and career preparation, 3.1 Ensure students have access to campus resources that support educational success)
 - Hosted annual Athletic Celebration to recognize 2017-18 Orca Athletes for academic and athletic excellence.

- WCC Athletics hired a new Head Volleyball Coach, Cody Luthy.
- **Financial Aid:** *(Goal 3.1 Ensure all students have access to campus resources that support educational success, 3.3 Increase services focused on supporting marginalized student populations to close the equity gap in student outcomes)*
 - As of April 2018, Financial Aid received 3,687 FAFSA applications, 51 WASFA applications, and 497 College Bound Applications. Compared to 2017 where Financial Aid received 3,764 FAFSA applications, 47 WASFA applications, and 482 College Bound Applicants.
 - Financial Aid awarded 579 students (compared to 448 in 2017).
- **Veterans Services:** *(Goal 1.3 Promote student access through quality services and resources, 3.3 Increase services focused on supporting marginalized student populations to close the equity gap in student outcomes)*
 - WCC passed the first Veteran Affairs compliance audit of 2018 with no findings. The Washington State Work Force Training and Education Coordinating Board auditors reviewed College policies, procedures, and VA certification processes on campus. In a letter recapping their audit, they indicated that our records were well maintained, the school was enjoyable to visit, and the staff was knowledgeable and courteous.
 - Veteran students have seen an overall increase in GPA due to increased use of the Learning Center and study groups. Winter 2018 Veteran students had an average math GPA of 2.91 (2.54 in winter 2017), English GPA of 3.58 (2.11 in winter 2017), and cumulative GPA of 3.12 (2.95 in winter 2017).
- **Student Success and Retention:** *(Goal 3.3 Increase services focused on supporting marginalized student populations to close the equity gap in student outcomes, 2.5 Cultivate community awareness and support for the College)*
 - Thirty-one students participated in Spring Quarter Whatcom WAVE Orientation.
 - The Title III CAD grant participated in the annual external evaluation. Students that participate in AIM are retained at a higher rate (61%) than other eligible students not in the program (44%).
 - Upward Bound staff are actively promoting the program to targeted high schools and student populations. As of April 25, 2018, 20 of the 60 students have joined the program.
 - Upward Bound was featured in the Lynden Tribune in the April 25, 2018 article “New program targets first-gen college students.”

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

- **Faculty Hiring:** *(1.1. Improve student success in retention, completion, transfer, and employment, 1.2 Foster student learning through student-centered teaching and learning practices)*
 - Faculty searches are underway for 12 full-time faculty positions. Positions being recruited for: biology, computer science, computer information systems (two positions), economics, engineering (non-tenure track), massage therapy, mathematics, medical assisting, nursing, philosophy, and transitional learning.
- **Earth week:** *(4.5 Model leadership in environmental protection, economic viability, and social equity, the three pillars of sustainability)*
 - The sustainability committee, sustainability club, programming and diversity board, health and wellness programming, and service-learning program collaborated to provide a week of engaging activities for Earth Week. Activities included a sustainability-TEA, yoga, tree planting, solar panel talks and demonstrations, tinker-talent crafting, trail maintenance, and the annual waste audit.
- **Workforce Education:** *(2.3 Strengthen partnerships with K-12 and higher education institutions, 2.6 Engage with business and industry to strengthen regional economic development, 4.2 Increase college enrollment and secure resources for the continued viability of the College)*

- Members of college leadership participated in Center of Academic Excellence (CAE) in Cybersecurity Education executive leadership forum April 19 and 20 in Bellevue, hosted by the National Security Agency and University of Washington/Bothell. Approximately 150 college educators and administrators, industry personnel, state legislators, and state and federal government agency representatives participated in discussions regarding cybersecurity education and workforce national issues. WCC was recognized for its role as a CAE National Resource Center.
- The College held the tenth installment of Girls Go Tech on April 14. Twenty-five middle school girls enjoyed hands-on labs in CIS/cybersecurity and physics led by WCC faculty and students. Cybersecurity program graduate (2016) Jamila Kaya was the featured guest speaker.
- Early childhood education (ECE) special project director, Sally Holloway, and eight ECE instructors from around the state have updated program student outcomes and aligned courses with industry standards. Sixteen updated common courses making up ECE Stackable Certificates are being filed with the State Board for Community & Technical Colleges. All Washington State college ECE programs will incorporate these new courses / revised certificates into their program offerings.
- **Learning Center:** *(1.2 Foster student learning through student-centered teaching and learning practices, 3.1 Ensure all students have access to campus resources that support educational success.)*
 - Winter quarter saw over 6,600 student visits to the Learning Center, and 103 individualized recurring one-on-one tutor pairings, matching the previous winter quarter for highest student usage ever. The Phyllis and Charles Self Learning Commons will be critical to serving this increase in student demand.
- **Grants:** *(4.2 Increase college enrollment and secure resources for the continued viability of the College.)*
 - The College will receive a \$27,000 grant through the Washington state Department of Commerce's new Skilled Worker Awareness grant program. WCC's grant will help fund a position to raise awareness of, enroll students in, and support students through completion of WCC's new Chemical Dependency Professional program.
- **Simpson Intercultural Center:** *(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.)*
 - Forty WCC students and eight advisors attended the Students of Color Conference in Yakima April 12-13. This year's theme was 'Radical Love: Activism Ignited.' The conference provided Whatcom students the opportunity to network with students from other colleges across the state, and attend workshops focused on social justice and activism. WCC students and staff led seven of the workshops.
- **Service Learning:** *(2.3 Strengthen partnerships with K-12 and higher education institutions, 2.4 Foster learning, service, and leadership opportunities through community partnerships.)*
 - WCC Service-Learning/Community Engagement Fellows co-sponsored the April 18 Community Engagement Forum at Northwest Indian College. Over 100 students, faculty, and staff from WCC, WWU, NWIC, and BTC, members of the Lummi Nation, and community members attended. Featured speaker, Lee Maracle, Canadian First Nations Coast Salish poet and author, spoke on the treatment of indigenous people by the Canadian people, particularly issues relating to indigenous women.
 - In honor of National Volunteer Week (April 15-21), WCC Service-Learning Program partnered with the Volunteer Center of Whatcom County, and Bellingham Parks & Recreation to host a Cordata trail work party. WCC students, staff, faculty, and administrators pitched in to clean up the greenways trail that connects Cordata Elementary with June Road and WCC.
- **Nursing Program:** *(1.4 Provide students with mentors, internships, and career preparation, 4.1 Offer programs, services, and facilities that support college needs and market demands.)*
 - Annette Flanders, Nursing Program Director, retired on April 30. Annette was instrumental in implementing the current curriculum for the nursing department and in the renewal of the ACEN Accreditation in 2014. Grace Kolodychuk, current First Year Lead Instructor, will serve as Interim Director.

- **Faculty:** *(1.2 Foster student learning through student-centered teaching and learning practices)*
 - Assistant professor of geology, Dr. Kaatje Kraft, was recognized as a recipient of the SBCTC Anna Sue McNeill award for assessment, teaching, and learning excellence. Kaatje is being recognized at the assessment, teaching, and learning conference in May. She received the award based on her contributions to student learning, her own professional growth and scholarship, her college and national leadership, and her collegiality and unwavering support for students. Kaatje joins Tresha Dutton (2012) as WCC recipients of this award.

➔ **Foundation and College 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 17 gifts and pledges totaling \$18,581 have been received for the month of April. Fiscal year to date as of 04/27/18, \$822,656 in gifts and pledges have been received.
 - **Foundation News:**
 - The groundbreaking ceremony for the Phyllis and Charles Self Learning Commons was held April 11. Governor Inslee attended and addressed a packed Heiner Theatre before taking photos on the construction site with the Self family and other VIPs. The remarks were recorded and can be viewed via YouTube link that is available on the College Facebook page.
 - The Foundation Development Officer, Jonathan Dymond, started on April 24th. Jonathan comes to Whatcom from WWU where he was Assistant Director of Annual Giving for the last four years. During his time at WWU he launched a crowdfunding platform and helped create the tradition of Western Give Day. Jonathan’s focus will be annual and major gift fundraising for Whatcom.
- **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.*
 - **Digital Communication Highlight:**
 - New webpages created for the Upward Bound and College Bound programs to increase awareness and enrollment.
 - **Publications/Advertising Highlight:**
 - Bus boards promoting Running Start and Chemical Dependency Program enrollment are circulating around throughout Whatcom County.
 - **Press Releases and Resulting Media Coverage:**
 - [Here's good news for Whatcom's rebounding construction industry](#), Bellingham Herald, 4/23/18
 - [Gov. Jay Inslee sees floodplain project at Northwest Rd. farm](#), Lynden Tribune, 4/18/18
 - [Gov. Inslee visits WCC Campus](#), The Chamber, 4/12/18
 - [Gov. Inslee attends Whatcom Community College’s groundbreaking ceremony](#), The Western Front, 4/12/18
 - [Ceremony today for new WCC Learning Commons](#), Lynden Tribune, 4/11/18
 - [Governor Inslee to be on hand for WCC ground breaking next week](#), KGMI.com, 4/3/18
 - [WCC Spring CE and Professional Development Classes](#), The Chamber, 4/5/18
 - [Two honored in Olympia as best at WCC \(All-WA Team\)](#), Lynden Tribune, 4/4/18
 - [April 11th groundbreaking at WCC](#), The Chamber, 3/28/18
 - Find college news at whatcom.edu/news