

BOARD OF TRUSTEES

Meeting Agenda

Wednesday, March 13, 2019

Regular Board Meeting -1:00 pm

Laidlaw Center Boardroom, #143

237 W. Kellogg Road, Bellingham, WA 98226

MEMBERS:

- **John Pedlow**
Chair
- **Steve Adelstein,**
Vice Chair
- **Wendy Bohlke**
- **Rebecca Johnson**
- **Teresa Taylor**

- I. Call to Order & Approval of Agenda, and Notice of Public Comment Time
- II. Consent Agenda Tab 1
 - a. Minutes of February 6, 2019 Board of Trustees Meeting and February 28 Board of Trustees Retreat (Attachment A)
- III. Action Item Tab 2
 - Proposed Academic Calendars 2020-2022 (first reading, possible action) - Becky Rawlings, Executive Director for Human Resources
- IV. Executive Session
 - to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee...;
- V. Action Item Tab 3
 - Tenure considerations
- VI. Report from the President
- VII. Reports Tab 4
 - ASWCC – Mason Green
 - WCCFT – Tommaso Vannelli, 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
- VIII. Public Comment
- IX. 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

Board of Trustee
Meeting

April 10, 2019

*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 February 6, 2019 Board of Trustees Meeting and February 28, 2019 Board of Trustees Retreat (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, February 6, 2019

2:00 p.m.

- **CALL TO ORDER** Chair John Pedlow officially called the Board of Trustees meeting to order at 2:00 p.m. Present in addition to the chair were trustees Wendy Bohlke, and Teresa Taylor, constituting a quorum. Trustees Steve Adelstein and Rebecca Johnson were absent. 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; Melissa Nelson, Assistant Attorney General; and Rafeeka Kloke, Special Assistant to the President.

ACTION TO ACCEPT AGENDA

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

INTRODUCTION OF NEW EMPLOYEES

- Ed Harri, Vice President for Instruction, introduced the following new employees.
 - Gina Ebbeling, Student Recruiter Navigator Health Professions
 - Deborah Elliott, Coordinator Area Health Education Center Western Washington (AHECWW)
 - Cori Anne Garcia-Hansen, Director AHECWW
 - Laura Singletary, Director for Transitional Learning
 - Stephen Troupe, Associate Director, National Cybersecurity Resource Center
 - Todd Waters, Instructional Designer
 - Kathryn Defilippo, Behavioral Health Grant Project Coordinator
 - Todd Morrison, Cybersecurity Marketing, Communication and Web Coordinator
 - Trina Bol, Travel & Events Coordinator for Cybersecurity Grants
 - Joshua Durias, Equity & Diversity Coordinator
 - Carla Gelwicks, Dean for Instruction
 - Grace Kolodychuk, Nursing Program Director; Nursing Full-time Faculty
 - Jennifer Enger, Project Coordinator ICATCH Grant
 - Jackie Rumble, Program Coordinator Academic Resources Health professions
 - Kristin Haider, Instructional Classroom Support Tech 3, Biology & Chemistry

- William Green, Instructional Classroom Support Tech 3 Science
- Jennifer Allen, Program Coordinator Business & Law Social Science
- Jessica Rodriguez, BFET Transitional Learning Navigator
- Kate Di Nitto, Associate Director for AHEC
- Monica Riess, Instructional Classroom Support Tech 3 Physics
- Ellen Barton, AHEC Program

STRATEGIC CONVERSATION

➤ Strategic Enrollment Management Update – Carla Gelwicks, Dean for Instruction, Michael Singletary, Registrar, and Peter Horne, Senior Research Analyst

Gelwicks and Singletary shared a PowerPoint presentation with an overview of strategic enrollment management efforts at WCC.

Highlights included:

- Committee members include representatives from multiple disciplines across campus.
- Committee is exploring both short and long-term strategies.
- Enrollment is down system wide.
- Enrollment is a key driver to financial stability of the College; almost all of the funding sources for WCC is heavily leveraged by the numbers of students we serve.

CONSENT AGENDA

➤ Consent Agenda (Calendar)

- a. Minutes of the January 9, 2019 Board of Trustees meeting (Attachment A)
- b. Proposed Fall Quarter 2018 Graduates (Attachment B)

Chair Pedlow stated: “If there are no objections, these items will be adopted.” As there were no objections, **these items were adopted.**

PRESIDENT’S REPORT

- President Kathi thanked trustees for attending the Transforming Lives Award Dinner in January.
- President Kathi shared a short note from Fran Hudson’s family. The Hudson family decided to honor Fran Hudson’s legacy by endowing the Classified Staff Excellence Award. The award was renamed the Fran Hudson Award for Excellence.
- Mason Green, ASWCC president, testified for two house bills in Olympia on February 5, 2019.
- The College received positive feedback from evaluators of a recent Title III grant evaluation visit.
- In preparation for our accreditation visit in April, we had a mock accreditation visit with Dr. Jeff

Wagnitz on January 31 and February 1.

- The College is paying close attention to a number of bills in the legislature. One of them is Senate Bill 5633 which if passed will provide the two Area Health Education Centers (AHEC) in Washington up to about \$1 million. One of the centers is housed at WCC.
- The Equity Project recently hosted a Treaty of Point Elliott Panel Discussion; it was well attended by faculty and staff. A Coast Salish Dance Celebration, a stage-play and dance remix recognizing the ancient way of life, treaties with the United States Government, and the reemergence of indigenous language culture through song and dance, is scheduled on March 15-16, 2019.

REPORTS

➤ **ASWCC – Mason Green, President**

- Mason Green testified at the House Higher Education and Workforce Development committee on February 5, 2019 for HB 1701 and 1702.
- Orca bus passes have been used 96044 times since inception.

➤ **WCCFT – Tommaso Vannelli, President**

- The faculty union executive committee is scheduling regular meetings with student leaders and administration to share information and enhance communication.
- The faculty union executive committee met with administration and had a productive meeting on the paid family leave act.

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

- Financial statement audit scheduled for late February. Trustees are invited to attend the entrance and exit meetings with the auditors. The meetings will be coordinated through Rafeeka Kloke in the President's office.
- Student Housing Project is two weeks ahead of schedule.

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

- Two event updates: The MLK Conference on January 19, 2019 was well attended with the highest number of attendance compared to previous years. Student Athlete Signing Day on January 26, 2019 was well received.

➤ **Instruction – Vice President Ed Harri**

- Harri reported that mock accreditation visit was very helpful in preparing for the actual visit in April. Some of the comments from Dr. Jeff Wagnitz included our use of data in decision-making, collaboration between faculty and staff, our focus on student achievements and the beautiful grounds.

➤ **Advancement/Foundation – Sue Cole, Executive Director**

- The deadline for scholarship application is in approximately two weeks and the Foundation is expecting 300 plus applications.

DISCUSSION/ITEMS OF THE BOARD

➤ **ACT Legislative Conference and Transforming Lives Award Dinner Debrief**

- John Pedlow commented that the Transforming Lives Award Dinner is a wonderful event and hearing student stories reaffirm why we do what we do.

➤ **Legislative Visits**

- Trustees met with Senator Doug Ericksen, Representative Luanne Van Werven, Representative Sharon Shewmake, Rep. Debra Lekanoff while they were in Olympia for ACT conference.

➤ **Winter Board of Trustees Retreat – February 28, 2019**

- The retreat is scheduled from 8:30 am – 2 pm at the Bellingham Golf & Country Club.

- Chair Pedlow thanked Melissa Nelson for her services to the College. Melissa Nelson accepted a position with Western Washington University.

EXECUTIVE SESSION

- At 3:20 p.m. the meeting was adjourned for a closed Executive Session of the Board for approximately twenty minutes (g)...”to review the performance of a public employee...; and ...as provided in RCW 42.30.140 (4)(a), to discuss collective bargaining...”

Chair Pedlow announced that action was not anticipated. Guest included President Kathi Hiyane-Brown and Assistant Attorney General Melissa Nelson.

- The Executive Session was adjourned at 3:40 p.m. and the Board reconvened into open session at 3:40 p.m.

PUBLIC COMMENT

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

ADJOURNMENT

- There being no further business, the meeting was adjourned at 3:43 p.m.

Whatcom

COMMUNITY COLLEGE

MINUTES

BOARD OF TRUSTEES Retreat
Bellingham Golf & Country Club
3729 Meridian Street, Bellingham WA
Thursday, February 28, 2019
8:30 a.m.

- **CALL TO ORDER** Chair John Pedlow officially called the Board of Trustees meeting to order at 2:00 p.m. Present in addition to the chair were trustees Steve Adelstein, Wendy Bohlke, Rebecca Johnson, and Teresa Taylor, 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; and Rafeeka Kloke, Special Assistant to the President.

ACTION TO ACCEPT AGENDA

- Chair Pedlow announced that there is no executive session.
- Trustee Adelstein moved to approve the agenda. It was seconded by Trustee Taylor and the **motion was approved.**
- Chair Pedlow announced that there is a designated time for public comment on the agenda.

STRATEGIC CONVERSATION

➤ **Work Plan Updates – Cabinet Members**

Cabinet members shared accomplishments and areas of focus for the rest of the year.

Highlights of accomplishments included:

- Submission of the Year Seven Accreditation Report
- Capacity building in Student Services
- Progress on capital projects
- Launching a successful Foundation campaign
- Securing grants to meet student needs (e.g. Title III and TRIO grants)
- Legislative Advocacy/Outreach – developed strong relationships with elected officials representing our districts

Focus for the rest of the year

- Increase enrollment
- Implementation of the Title III grant from US Department of Education
- Student Services – Entry and onboarding process for students
- Advancing equity

- Operationalizing the new buildings (programming and space planning)
- Ctclink project
- Enhancement of internal communication
- Sustainability of the Orca Food Pantry
- Legislative Advocacy
- Review of board policies
- Review of recruitment and hiring process

➔ **Preparation for accreditation visit in April – Ed Harri, Vice President for Instruction**

Harri shared a PowerPoint presentation with an overview of the upcoming Year Seven Accreditation Visit.

Highlights included:

- Major points of emphasis include student success and student learning; Institutional planning and continuous improvement; Core themes and mission fulfillment; and Institutional viability and long-term sustainability.
- Based on key performance indicators for each of the four core themes, a score of 80 is the minimum threshold for achieving each core theme and fulfilling our mission, WCC's score is 86.
- Board members were engaged in an activity to review key performance indicators for each of the core themes.
- Board members also discussed potential questions that may be asked by the accreditation team and how they may answer those questions.

➔ **Foundation Campaign Update – Sue Cole, Executive Director for Institutional Advancement**

Cole shared an update on the Foundation Campaign. The initial leadership phase of the campaign is close to completion. To date, the campaign has received positive feedback and commitments for donors.

➔ **College Budget Development Timeline and Process – Nate Langstraat, Vice President for Administrative Services**

Langstraat shared a PowerPoint presentation with an overview of the budget development process, timeline and role of the board; system budget request and potential local impacts; enrollment impacts on state allocation formula; and local funding sources.

➔ **Policy Review update – Rafeeka Kloke, Special Assistant to the President and Director for Government Affairs**

The College continues to review and update board policies as needed. Approximately 5 years ago, the College began reviewing board policies and moving them to a new numbering system. Staff will review the few remaining board policies in the old system and present to the board for review and approval if updates/changes to the policies are needed.

PUBLIC COMMENT

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

ADJOURNMENT

- There being no further business, the meeting was adjourned at 1:15 p.m.

TO: Whatcom Community College Board of Trustees

FROM: College Leadership and College Council

DATE: March 8, 2018

RE: 2020-2021 and 2021-2022 Academic Calendars

This past fall an ad-hoc committee comprised of the Vice President for Instruction, Executive Director for Human Resources, Registrar, Payroll Supervisor, full-time faculty and Curriculum and Scheduling Manager developed a draft calendar for the 2020-2021 and 2021-2022 academic years.

The draft calendars were distributed campus-wide to each employee group with an opportunity to provide additional feedback. The ad-hoc committee reviewed campus input to incorporate needed changes.

Many considerations were taken into account while creating the calendar, such as neighboring institutions' calendars, holidays, quarter start and end dates, faculty planning days, and State requirements.

College leadership and College Council recommend adoption of the proposed 2020-2021 and 2021-2022 academic calendars.

SUGGESTED MOTION

Move to approve the 2020-2021 and 2021-2022 academic calendars as presented.
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Academic Calendar 2020-2021-Draft

2/5/2019

June-July 2020						
Su	Mo	Tu	We	Th	Fr	Sa
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
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August 2020						
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September 2020						
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November 2020						
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December 2020						
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January 2021						
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February 2021						
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28						

March 2021						
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April 2021						
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June 2021						
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Summer Quarter 2020

- 29-Jun Quarter Begins
- 3-5 Jul Independence Day Weekend - Closed
- 21-Aug Quarter Ends

39 Instructional Days

Fall Quarter 2020

- 5-7 Sep Labor Day Weekend - Closed
- 16-Sep All College Day - Closed
- 22-Sep Quarter Begins
- 9-Oct No Classes - College Open
- 11-Nov Veterans Day - Closed
- 25-Nov No Classes - College Open
- 26-29 Nov Thanksgiving Weekend - Closed
- 27-Nov Native Amer Heritage Day - Closed
- 11-Dec Quarter Ends
- 25-Dec Christmas Holiday - Closed

54 Instructional Days

Winter Quarter 2021

- 1-Jan New Years Holiday - Closed
- 6-Jan Quarter Begins
- 16-18 Jan Martin Luther King Jr. Weekend - Closed
- 13-15 Feb Presidents Day Weekend - Closed
- 16-Feb Professional Development Day - Closed
- 26-Mar Quarter Ends

55 Instructional Days

Spring Quarter 2021

- 6-Apr Quarter Begins
- 29-31 May Memorial Day Weekend - Closed
- 18-Jun Quarter Ends

53 Instructional Days

162 Total Instructional Days

170 Total Faculty Contract Days



Quarter Begins



Quarter Ends



College Closed



No Classes - College Open



Faculty Work Day - No Classes



Employee Work Day - Closed

Academic Calendar 2021-2022-Draft

June-July 2021						
Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	1	2	3
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August 2021						
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October 2021						
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January 2022						
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February 2022						
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March 2022						
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April 2022						
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May 2022						
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June 2022						
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54 Instructional Days

- Winter Quarter 2022
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- 22-Feb Professional Development Day - Closed
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55 Instructional Days

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53 Instructional Days

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170 Total Faculty Contract Days

-  Quarter Begins
-  Quarter Ends
-  College Closed
-  No Classes - College Open
-  Faculty Work Day - No Classes
-  Employee Work Day - Closed

MEMORANDUM

Office of the President

TO: Board of Trustees
FROM: Kathi Hiyane-Brown
DATE: March 13, 2019
RE: Tenure Consideration

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

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

- Assess and advise the probationary of his/her professional strengths and weaknesses and to make reasonable efforts to encourage and aid in overcoming any deficiencies.
- Conduct the probationary review process in accordance with the Negotiated Agreement between the Faculty Association and the Board of Trustees.
- Provide a written recommendation to the appointing authority for or against the awarding of tenure.

The Probationary Review Committees assigned to work with the probationary faculty members have submitted their final reports and recommendations for consideration by the Board of Trustees. The current members of those committees are as follows:

DISCIPLINE	FACULTY MEMBER & CHAIR
Business	Kate Baker; Chair Barry Maxwell
English	Brian Cope; Chair Signee Lynch
Engineering	Eric Davishahl; Chair Yumi Clark
Early Childhood Education	Kim Doyle; Chair Guy Smith
Mathematics	Mei Luu; Chair Will Webber
Art	Justin Martin; Chair Gerry Large
Computer Science	Ryan Parson; Chair Kiki Tommila
CIS	Christy Saunders; Chair Sally Sheedy
Psychology	Melanie Zabel; Chair Barry Maxwell

Possible Actions for each Probationary Faculty Member

- **To award tenure:** Move the award of tenure to _____
- **To deny tenure:** Move to deny tenure to _____
- **To Extend Probationary Period:** By mutual consent of the committee, the probationer and the Board , move to extend the probation period by _____ quarter(s) from Winter Quarter 2018.

Whatcom

COMMUNITY COLLEGE

Reports to the Board of Trustees March 13, 2019 Meeting

➤ ASWCC – Mason Green, President

- **Executive Board** (*Mason Green- Executive Board Chair*)
 - S&A Budget Allocation Committee completed requestor presentations
 - Moving into next stage of process- Allocations.
 - ASWCC Executive Board Visibility tabling started March 4th
 - Increasing awareness of ASWCC Student government
 - Advertising applications for next year's positions
 - Hosted a Joint Executive Board/ Presidents Cabinet meeting
 - Went over updated workplan report, and explored potential areas for collaboration.
- **Senate** (*Rayo Suseno- Executive Board Vice President*)
 - Creating an ASWCC Legislative Activities Report to leave as a legacy item
 - ASWCC Senate Tabling and Logistics Committee tabled 12 times during February
 - Senate has awarded S&A Funds to 9 requestors in winter quarter including:
 - Students of Color Conference (\$9,977)
 - Anthropology Club NWAC (\$1,260)
 - Latinx UCLA Conference (\$2,000)
- **ASWCC Clubs** (*Surabhi Subedi- ASWCC Vice President for Clubs*)
 - February Interclub Counsel
 - 21 Clubs were present
 - 38 clubs are chartered as of February 25th
- **Orca Food Pantry** (*Julie Connell ASWCC Vice President for Campus Advocacy*)
 - 125 visits serving a total of 95 people
 - Orca Food Fight Donations used up already
- **Orca Volunteers** (*Kevin Wirawan- ASWCC Vice President for Operations*)
 - 43 students participating in program
 - 10 volunteers assisted with ASWCC Find your pod
 - 8 volunteers assisted with ASWCC Dance to Remember
- **PDB** (*Shahrul Kamil- ASWCC Vice President for Programming*)
 - Find your pod
 - Justin Erickson (WCC Faculty) was keynote speaker
 - 76 people attended
 - 18 Clubs participated
 - A Dance to Remember
 - 80 people participated

➤ **WCCFT—Tommaso Vannelli, President**

- **Executive Committee** (*Goal 2.1 Increase collaboration and communication to serve collective needs across the College, 3.5 Improve recruitment and retention of diverse students, faculty, staff, and administrators.*)
 - The union Executive Committee met three times this year adopting a new meeting schedule with increased frequency to address critical faculty issues in a timelier manner.
 - Executive committee met with institutional leadership to proactively and equitably respond to reporting demands of the WA Paid Family and Medical Leave program.
 - Executive committee met with President’s Cabinet to further shared governance principles and more effectively address cross-institutional issues such as recruitment and retention of faculty, campus procedures, etc. A twice-quarterly meeting schedule was tentatively agreed upon.
- **General Union Meetings** (*Goal 2.1 Increase collaboration and communication to serve collective needs across the College*)
 - So far this year the union held two meetings open to all faculty. Both meetings had a forum format to discuss critical and relevant faculty issues regarding Guided Pathways (key administrative staff were invited and participated) and exploration of Faculty Senate models of governance.
 - The union held a discussion session during Professional Development Day to identify initiatives to be explored by union membership.

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

- **ctcLink** (*4.1 Offer programs, services, and facilities that support college needs and market demands*)
 - The statewide ctcLink project is continuing on schedule. There are many milestones that will occur in 2019, both at the state level, and locally at Whatcom. For WCC, status reporting to the State will begin in March, and the peer review, that will allow colleges in Deployment Group 5 to move from the Initiation stage to the next step toward deployment, will occur in October. Whatcom is on track to meet these milestones.
- **Finance** (*4.1 Offer programs, services, and facilities that support college needs and market demands*)
 - The State Auditor’s office began performing a financial statement audit on Feb 25. The most significant impact to the financial statements is the implementation of GASB Statement No. 75 Other Post-Employment Benefits (OPEB).
 - The budget development process for the 2019-2020 operating budget began officially on Feb 21. Emphases on budget development for FY19-20 include supporting maintenance level budget items, identifying critical needs, capturing fiscal changes in various budgets where funds may shift or be reallocated from one area to another, and tightening up budget allocations.
- **Facilities & Operations** (*4.1 Offer programs, services and facilities that support College needs and market demands*)

- The Learning Commons construction continues on schedule with the exterior framing and sheathing nearly complete. The weather barrier and roofing system installations are underway and should be completed by mid-April. Work continues on the interior wall framing as well as electrical, mechanical, and plumbing rough-in.
- The student housing construction is running slightly ahead of schedule with the first through fourth floor framing and exterior sheathing is nearly complete. The exterior weather barrier and roofing installations are starting in mid-march. Interior framing is about 75% complete with electrical, mechanical and plumbing rough-in ongoing.
- The windows have been removed from the Syre Auditorium skylight and temporarily replaced with plywood while the new windows are being manufactured. **Conference & Event Services (CES)** (4.1 Offer programs, services, and facilities that support college needs and market demands)
 - Agreements have been confirmed for facility use with the Mobile Consulate of Mexico, The Miss Whatcom County Pageant, World Wide Dream Builders, Chuckanut Radio Hour, Assessment & Treatment Association, WSU Pesticide Training, Whatcom Genealogical Society and the Roller Betties. Internally, CES is supporting the Winter Drama Production, the Health & Wellness Fair, Blaine Middle School campus visit, Prof-Tech – Building Programs meeting, Music Department Winter Recital, the Setting Suns Production, Pride Club-Transgender Day of Visibility and the Whatcom Middle School campus visit.

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

- **Student Life and Development:** (Goal 1.3 Promote student access through quality services 2.1 Create teaching and learning communities, 3.1 Ensure students have access to campus resources that support educational success, 4.1 Offer programs, services, and facilities that support college needs and market demands).
 - Hosted events with the ASWCC Programming and Diversity Board including: WCC Poetry Night, Community Resource Fair, Whatcom Wears Red, Cookies, Condoms and Consent, ASWCC Zumba Party, You are Loved Campaign, and Black Panther Movie Night. Approximately 190 students participated in these events.
 - Hosted the annual Find Your Pod Conference. Sixteen ASWCC clubs tabled the event and eight of these clubs presented during breakout sessions. Approximately 108 students attended the event.
- **Community Standards and Residence Life:** (Goal 1.1 Improve student success in retention, completion, transfer, and employment, 1.3 Promote student access through quality services and resources, 2.1 Increase collaboration and communication to serve collective needs across the College, 2.4 Foster learning, service and leadership opportunities through community partners, 3.1 Ensure students have access to campus resources that support educational success, 4.1 Offer programs, services, and facilities that support college needs and market demands).

- Presented *Ain't Misbehavin': Supporting Students with Mental Illness* for Professional Development Day.
- Initiated a mold prevention and education campaign for residents.
- **K-12 Partnerships:** (*Goal 1.3 Promote student access through quality services and resources, 3.1 Ensure students have access to campus resources that support educational success, 4.2 Increase college enrollment and secure resources for the continued viability of the College*).
 - For Winter 2019, Running Start office awarded 553 textbooks to 302 students (2018: 540 textbooks to 287 students).
 - Facilitated Application and Scholarship Workshops as part of *Pod Prep* at Lynden, Nooksack Valley, Mount Baker, Sehome, Bellingham, and Squalicum High Schools.
 - Kulshan Middle School and Blaine Middle School entire 8th grade classes visited campus for tours and mock classes.
- **Academic Advising and Career Services:** (*Goal 1.1 Improve student success in retention, completion, transfer, and employment, 2.1 Increase collaboration and communication to serve collective needs across the College*).
 - Facilitated several transfer-related events, including hosting WWU advisor visits for education and biology.
 - Hosted a university application personal statement workshop.
 - In partnership with Instruction, facilitated a session during Professional Development Day on the core elements of the Associate in Arts and Science transfer degree.
- **Student Success and Retention:** (*Goal 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. 3.3 Increase services focused on supporting marginalized student populations to close the equity gap in student outcomes*).
 - Facilitated a Faculty Education Workshop (FEW) to train ten (10) faculty members on the Inside Track Coaching model as part of the Title III grant to better support historically underrepresented students.
 - Facilitated an Early Alert workshop at Professional Development Day.
 - Hosted the first annual First Generation Celebration and encouraged faculty and staff who are first generation to share their stories and show support by hanging a poster in their office or wearing a “proud to be 1st gen” button.

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

- **Accreditation:** (*4.6 Apply assessment and evaluation data to inform decisions*)
 - The College submitted the year seven accreditation report to the Northwest Commission on Colleges and Universities (NWCCU) and the evaluation team. The entire campus participated in an accreditation session on professional development day and will be regularly updated on institutional progress and the evaluation visit between now and April.
- **Bachelor of applied science degree:** (*4.1 Offer programs, services, and facilities that support college needs and market demands*)

- The College submitted a program proposal to the State Board for a bachelor of applied science degree in applied business management. This proposal will now go through a peer review process and eventually to SBCTC for final approval.
- **Basic Food Employment & Training (BFET):** *(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, 4.2 Increase college enrollment and secure resources for the continued viability of the College.)*
 - A bilingual student navigator was added to the program in February. This position is dedicated to helping the College provide funding and coaching to current and prospective students who do not have a high school diploma/GED. This high-barrier population accounts for approximately 10% of the people over 25 years old in Whatcom County (LMEA 2017).
- **Service Learning/Community Engagement (CE) Fellows:** *(2.5 Cultivate community awareness and support for the College, 4.5 Model leadership in environmental protection, economic viability, and social equity, the three pillars of sustainability)*
 - Over 30 faculty, students, and community members participated in the January Community Engagement Forum, “What’s Going On? The Challenges of Getting the Word Out.” The facilitated discussion centered on how to share opportunities and resources in our community, given the fragmented media landscape, and diverse, ever-changing populations of our region.
 - CE Fellows participated in a “Pathways to Career Readiness and Employment” event at Northwest Indian College last month. Discussion centered on assessing and developing these pathways for local Native high school and college students. This is the first of a series of conversations with members of the Lummi Tribe, NWIC staff and faculty, and local business leaders.
 - WCC and WWU co-hosted the Community Engagement Forum, “Broadening Employment Opportunities for Neurodivergent, Intellectually Challenged, and Non-college Bound Youth.” Over 50 people attended, including students, faculty, parents, Bellingham Public School leadership, industry leaders, and community members. A panel of faculty, neurodivergent learners, and local business owners discussed moving toward solutions for this community challenge.
- **Cybersecurity program:** *(2.3 Strengthen partnerships with K-12 and higher education institutions, 4.1 Offer programs, services, and facilities that support college needs and market demands.)*
 - The WCC Computer Information Systems / Cybersecurity program has successfully completed all of the requirements to become a Palo Alto Networks® Cybersecurity Academy, therefore gaining access to cybersecurity education resources for Whatcom’s CIS program faculty and students. These include faculty training, hands-on labs, modularized curriculum, and virtual firewalls at no cost.
- **Area Health Education Center for Western Washington (AHECWW):** *(2.4 Foster learning, service, and leadership opportunities through community partnerships, 2.5 Cultivate community awareness and support for the College, 3.2 Apply culturally responsive pedagogy in all teaching and learning environments, 4.3 Provide ongoing opportunities for faculty and staff professional growth.)*
 - AHECWW hosted a "Cultural Humility 101: Improving Cross-Cultural Communication" training workshop, in partnership with the Community Health Worker Coalition for Migrants and Refugees (CHWCMR) on the Whatcom campus.

Cultural Humility training goes beyond “Cultural Competency” to address explicit and implicit assumptions, recognizing and redressing power imbalances in an ongoing process of self-evaluation of one’s own culture. The training attracted 57 registrants, including WCC faculty, staff, and students, as well as professionals from Compass Health, Sustainable Connections, Whatcom Dispute Resolution Center, and Whatcom Alliance for Healthcare Advancement. In addition, participants from AmeriCorps Campus Compact and College Access Corps received professional development training. AHECWW is partnered with AmeriCorps Washington Campus Compact on the Health Professions Affinity Community project to support and engage high school students in under-served areas to prepare for healthcare careers.

➤ **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 we received 32 gifts and pledges totaling \$77,995 for the month of February, a 600% increase over February 2018. Fiscal year to date as of February 28th, we have received \$1,004,810 in gifts and pledges, a 378% increase over last fiscal year-to-date.
 - **Foundation News:**
 - The Foundation is still accepting scholarship applications online. The deadline has been extended until March 4th to allow students extra time to complete their applications. There are currently 466 applications in process and 195 completed applications have been submitted. Based on the number of applications submitted and in process we expect to see about the same number of total applications received, around 300.
 - Foundation staff, with the help of Student Ambassadors, delivered sweet treats to faculty and staff donors who give through our CFD (Combined Fund Drive) on February 14th. In all, over 160 staff and faculty received the locally sourced treats, home-made mini apple fritters from the Bellewood Acres café.
 - In March the Foundation created a new endowment in memory of Cindy King who worked in registration at Whatcom for many years. Cindy’s partner, Rick Mullen, wanted to endow the fund in her memory. It will provide general scholarships into perpetuity.
 - The Foundation Director continues to meet with top donors and solicit major gifts in support of scholarships and the Fund for Excellence.
 - The Foundation has a new endowed fund named after former beloved staff member, Fran Hudson. Mike Hudson, along with his daughters, endowed the Fran Hudson Classified Staff Excellence Award. The classified excellence award has been a longstanding WCC tradition, funded by the Foundation. Going forward the Fran Hudson Classified Staff Excellence Endowment will fund the award, which is granted to an outstanding classified staff member at Whatcom each year.
 - The Foundation has created a new annual scholarship in memory of Stacie Rae Morse who was on a plane that went down in Alaska on January 28th. Stacie graduated from WCC’s nursing program and went on to get her BSN, CEN,

CCRN, and became an ER and ICU nurse at Bartlett Regional Hospital in Juneau, AK where she was also a flight nurse for Guardian Flight.

- **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.*
 - Provided background on WCC initiatives and funding opportunities to new Chuckanut Health Foundation director
 - Discussed WCC's role as pipeline to jobs in cybersecurity with Whatcom County Council Business & Industry Advisory Committee
- **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:**
 - "Discover Your Strengths" spring enrollment ads live on mobile, digital and social media
 - Whatcom.edu homepage and major landing pages updated to promote spring enrollment information
 - #MyOrcaPod and #CatchTheWave hashtags continue to gain traction on social media and engage current and future students
 - Social media posts are getting more views on Instagram Stories and Facebook Stories (averaging 500 views) than on standalone posts on our social media pages (which average 70 likes).
 - Implementing branded Instagram Highlights and Twitter Moments has increased engagement by 25%.
 - **Publications/Advertising Highlight:**
 - "Discover Your Strengths" spring enrollment marketing is rolling on Bellingham bus boards
 - Spring quarter newsletter will be mailed to all Whatcom County households early March—features include STEM, engineering and SEECRS stories
 - 2018-19 Annual Report (March) highlights College and Foundation achievements and tells success stories through photos and data
 - "Proud to be First-Gen" posters created for Student Success & Retention staff
 - Healthcare summit event invitation, program and other marketing materials created
 - **Press Releases and Resulting Media Coverage:**
 - [Hacking the Gap, Community College Journal, February/March 2019](#)
 - [State funding proposed to increase mental- and behavioral-health workforce recruitment, Chinook Observer, 2/22/19](#)
 - [Middle school non-traditional paths promoted, Lynden Tribune, 2/21/19](#)
 - [Learn how high school students can earn tuition-free college credit from Whatcom Community College, The Chamber, 2/15/19](#)
 - [Register now for "Guys and Guts" and "Girls Go Tech" workshops for middle schoolers, The Chamber, 2/14/19](#)

- [What's closed, canceled or delayed on Wednesday due to the Seattle area's snow, slush and freezing rain, Seattle Times, 2/13/19](#)
- [Whatcom Community College receives grant for cybersecurity students, BBJ, 2/12/19](#)
- [Register Now for "Guys and Guts" and "Girls Go Tech" Workshops for Middle Schoolers, Whatcom Talk, 2/12/19](#)
- [South Sound signing day: Where are top athletes going to college?, News Tribune, 2/6/19](#)
- [Two bid for Conservation District spot, Lynden Tribune, 2/6/19](#)
- [Schools closed by wintry wind, Lynden Tribune, 2/3/19](#)
- [Squalicum graduate served as a flight nurse on a plane that went missing in Alaska \(Stacie Morse\), Bellingham Herald, 2/1/2019](#)
- [WCC Professor Earns National Attention for Autism Work, The Chamber, 2/5/19](#)
- [A new day as key center chiropractic changes hands, Key Peninsula News, 2/1/19](#)
- [WCC instructor honored for personal writings on autism, KGMI, 1/28/19](#)
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