

MEMBERS:

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

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

April 8, 2020

BOARD OF TRUSTEES

Meeting Agenda

Wednesday, March 18, 2020

Regular Board Meeting -2:00 pm

Pavilion & Student Recreation Center, #201
237 W. Kellogg Road, Bellingham, WA 98226

- I. Call to Order & Approval of Agenda, and Notice of Public Comment Time
- II. Consent Agenda Tab 1
 - a. Minutes of February 12, 2020 Board of Trustees Meeting and March 3, 2020 Retreat (Attachment A)
- III. COVID-19 Preparedness Update
- IV. Action Items Tab 2
 - Proposed Policy 532 - Active Duty Military (first reading, possible action)
- V. Executive Session
 - to discuss with legal counsel representing the agency matters relating litigation or potential litigation...
 - ... to review the performance of a public employee...;
 - ... as provided in RCW 42.30.140 (4)(a), to discuss collective bargaining
- VI. Public Comment
- VII. 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...



CONSENT AGENDA

- a. Minutes of February 12, 2020 Board of Trustees Meeting and Minutes of March 3, 2020 Board of Trustee 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 12, 2020

2:00 p.m.

- **CALL TO ORDER** Chair Steve Adelstein officially called the Board of Trustees meeting to order at 2:02 p.m. Present in addition to the chair were trustees Wendy Bohlke, Rebecca Johnson, John Pedlow, and Teresa Taylor, constituting a quorum. Others present included President Hiyane-Brown; Ed Harri, Vice President for Instruction; Nate Langstraat, Vice President for Administrative Services; Luca Lewis, Vice President for Student Services; Eva Schulte, Executive Director for Institutional Advancement; Kerena Higgins, Assistant Attorney General; and Rafeeka Kloke, Special Assistant to the President.

ACTION TO ACCEPT AGENDA

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

INTRODUCTION OF NEW EMPLOYEE

- President Kathi thanked John and Joyce Pedlow for hosting a welcoming reception for Eva Schulte, Executive Director for Institutional Advancement. She then introduced Eva Schulte.

Eva has over 20 years of experience working in the area of community-based investment, impact management and securing major capital for underserved communities.

Before joining Whatcom, Eva served as the vice president for economic opportunity at Travois Inc., a mission-driven business and Certified B Corporation focused exclusively on promoting housing and economic development for American Indian, Alaska Native and Native Hawaiian communities. Previously, she was the president and CEO of Communities Creating Opportunity, a non-profit organization that works to transform Kansas City communities by bringing people together to build relationships, develop strong leaders, and improve the quality of life. Eva has dedicated her life's work to bringing capital and equity to underserved communities. Her passion, experience and expertise brings strategic foresight to lead the advancement team to expand the College's relationships with business, civic and cultural leaders, and to secure resources to support innovative initiatives and student scholarships.

She received her Master of Arts in Ethics and Social Theory from Graduate Theological Union in

Berkeley California and her Bachelor of Arts in International Studies and Spanish from Central College in Pella, Iowa. She has also received numerous leadership awards for her work in building communities.

Eva relocated to Whatcom County with her spouse Brock, 5-year-old daughter Nicha, and Water Dog Chewie. Their favorite activity is walking and enjoying state and national park adventures.

STRATEGIC CONVERSATIONS

➔ Residence Life Updates – Terri Thayer, Director for Community Standards and Residence Life, Mo Whalen, Community Standards & Residence Life Coordinator

Nate Langstraat, Vice President for Administrative Services, stated that Brian Keeley, Senior Director for Facilities and Operations and Gordon Durham, Operations Manager were not able to attend today's board meeting. Langstraat provided an update on the construction progress and an overview of pricing structure. WCC's student housing is under market prices in comparison to other community and technical colleges' including Everett Community College, Bellevue College, Edmonds Community College, and Shoreline Community College.

Luca Lewis, Vice President for Student Services shared that Student Services have been working to a residence life program in support of students living on campus. He introduced Terri Thayer, Director for Community Standards and Residence Life, and Mo Whalen, Community Standards & Residence Life Coordinator.

Thayer shared a PowerPoint presentation with an overview of residence life program with key focus on enhancing students' experiences on WCC campus.

CONSENT AGENDA

➔ Consent Agenda

- a. Minutes of the December 11, 2019 Board of Trustees Meeting (Attachment A)
- b. Proposed Fall 2019 Graduates (Attachment B)

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

ACTION ITEMS

➔ Proposed revision to Policy 401 Leave or Absences for Reasons of Faith and Conscience Policy (second reading, possible action)

Ed Harri, Vice President for Instruction presented the proposed revision to Policy 401 stating

that the proposed language is consistent with current state legislation. He shared that similar language is included in syllabi to provide additional flexibility for faculty.

Chair Adelstein asked trustees Bohlke and Johnson to work with Harri to review the language and present to the board for action at the next meeting.

➔ **Proposed new Bachelor of Applied Science (BAS) degree in Applied Business Management (first reading, possible action)**

Trustee Taylor moved to approve the Bachelor of Applied Science Degree in Applied Business Management. It was seconded by Trustee Johnson and the motion was approved unanimously.

➔ **Proposed Board Resolution 20-01 – Waiver of high school graduation requirements (first reading, possible action)**

Trustee Taylor moved to pass a resolution supporting the College’s action to apply for a temporary waiver of revised high school graduation requirements for adult high school completion students for the graduation classes of 2019 and 2020, as allowed by RCW28A.230.090(1) (e) (ii) . It was seconded by Trustee Pedlow and the motion was approved unanimously.

PRESIDENT’S REPORT

- ➔ The College received \$100,000 grant from the National Endowment for the Humanities for a project titled “Situating Ourselves in the Salish Sea: Using Experiential Learning and Storytelling to inspire Critical Thinking about Place.”
- ➔ Diane Hacker, one of our English faculty, received the TYCA award for Outstanding program in English
- ➔ Ceclia DeLeon, an Adult Basic Education (ABE) student, was recently awarded the National Adult Learner of the Year award from the Coalition on Adult Basic Education. The award comes with a \$10,000 scholarship.
- ➔ Area Health Education Center Western Washington (AHECWW) Scholars program
- ➔ The College is scheduled to go live with ctclink in October 2021. The College presented its deliverable in December to the state board and received high scores. Many of our staff will be going through intensive training and the College is expected to meet the projected timeline.
- ➔ The Teaching and Learning Center formally opened in January 2020.
- ➔ President Kathi highlighted three bills that the Washington Association of Community and Technical Colleges (WACTC) were paying close attention to including: HB6492 – Workforce Education Investment Act funding to support college grant, guided pathways, and salary

increase for nursing and other high demand faculty positions; SB6484 – allowing counties to run levy measures to fund community and technical colleges; and SB6505 – expanding access to dual credit opportunities by eliminating direct costs to students and families.

REPORTS

➔ **ASWCC** –Mario Alem, President

Alem introduced members of the ASWCC Executive Team: Marcella Jennifer, VP for Programming; Junellen Dillard, VP for Campus Advocay; Surabhi Subedi, VP for Clubs.

Alem shared that the executive team recently participated in Legislative Advocacy Day in Olympia; preparing to submit an application for vote friendly designation; and WCC won the food fight challenge between WCC, Bellingham Technical College, and Skagit Valley College. WCC collected approximately 1004.8 pounds.

➔ **WCCFT** – Tommaso Vannelli, President

Vannelli read a letter from WCCFT in support of the AIM program. (see attached letter)

President Kathi stated the College recognized the accomplishment of the program and the benefit to our students. She asked Luca Lewis, Vice President of Student Services, to provide an update on next steps on the program. Lewis shared that the College will apply for a no-cost extension for one year so that we can continue to the program and provide additional time to explore ways to sustain best practices and continue to support students using this model.

DISCUSSION/TACTC/ITEMS OF THE BOARD

➔ **February Board Retreat – date change to March 3, 2020**

The one-day board retreat has been rescheduled to March 3, 2020. It will be held at the Bellingham Golf and Country Club.

➔ **ACT Conference/Transforming Lives Dinner**

Trustees Taylor and Bohlke are planning to attend the dinner.

EXECUTIVE SESSION

- ➔ At 3:55 p.m. the meeting was adjourned for a closed Executive Session of the Board for approximately thirty minutes to review the performance of a public employee... and ...as provided in RCW 42.30.140 (4)(a), to discuss collective bargaining...and ...to discuss with legal

counsel representing the agency matters relating to Litigation or legal risks of a proposed action or current practice that the agency has identified when public discussion of the litigation.

At Chair Adelstein announced that action may be anticipated. Guests included President Kathi Hiyane-Brown, vice presidents Ed Harri and Nate Langstraat, and Assistant Attorney General Kerena Higgins.

- The Executive Session adjourned at 4:25 p.m. and the Board reconvened into open session at 4:25 p.m.

ACTION ITEMS

- Trustee Johnson moved to approve the contract language related to nurse educators' salary improvements in the Agreement by and between The Board of Trustees of Whatcom Community College and Whatcom Community College Federation of Teachers. It was seconded by Trustee xxx Bohlke and the motion was approved unanimously.
- Trustee Pedlow moved to approve Faculty Emeritus status for David Kehe. It was seconded by Trustee Taylor and the motion was approved unanimously.

PUBLIC COMMENT

- Chair Adelstein called for public comment.
- Nadine Hensley, Title II Student Completion Specialist/Manager addressed the board. She commented on the importance and benefits of AIM program to first generations and marginalized students. She stated that there were significant challenges identified in the Title III grant submission:
 - Disadvantaged students from BTC and WCC have low retention, graduation, and transfer rates
 - Failure to identify individual student barriers to success and implement appropriate interventions jeopardizes student retention and completion
 - Poor student retention, progression and completion rates reduces state support and tuition and fee revenue and jeopardizes the fiscal stability of both colleges

The AIM program funded by the Title III grant had made significant impact in overcoming these challenges and discontinuing the program will negatively impact student retention rates.

ADJOURNMENT

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

January 31, 2020

Dear President's Cabinet and Board of Trustees,

The focus of this letter is the AIM program and its future at Whatcom Community College. While we trust that the college is creating a plan to continue supporting our most disadvantaged students, the faculty union would like to take this moment to express our clear support for AIM and to voice concerns for the absolute dissolving of such an important and successful program.

We know that the AIM program was “created specifically to serve students with limited income, students with disabilities, students who would benefit from additional academic support, students of color, and/or students who will be the first in their families to graduate with a bachelor's degree.” We also know that there are system wide priorities related to these services, such as the SBCTC goal of “increasing student completions of certificates and degrees while closing completion equity gaps.” We also think about our own established Whatcom Community College Equity goals such as indicator 3.1 in the strategic plan, to “ensure all students have access to campus resources that support educational success.” These systemic goals remind us that we need to focus on equity when we think of student success.

The data on the success of the AIM program is crystal clear. From the AIR site and from data compiled for our accreditation report, “we know AIM has shown positive results, with data indicating participants have higher retention rates than other students, both traditionally underserved and advantaged.” We also know that “after three years of implementation, AIM students now experience significantly higher retention rates. For example, new students enrolled in AIM have a fall-to-fall retention rate 10 percentage points higher than similar students not enrolled in AIM.”

Given the priorities of our institution and the proven coaching strategy that AIM utilizes, the faculty union hopes that WCC is making and taking steps to ensure that our most disadvantaged students continue to get the support they need and that we know works. In this vein, we hope that the Board of Trustees and college leadership are striving to find ways to institutionalize AIM programing, practices and staff.

Thank you for your continued attention and consideration.

Sincerely,

WCCFT Members

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COMMUNITY COLLEGE

MINUTES

BOARD OF TRUSTEES Retreat

Bellingham Golf & Country Club

3729 Meridian Street, Bellingham WA

Tuesday, March 3, 2020

8:00 a.m.

- **CALL TO ORDER** Chair Steve Adelstein officially called the Board of Trustees meeting to order at 8:00 a.m. Present in addition to the chair were trustees, Wendy Bohlke, Rebecca Johnson, John Pedlow, 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; Eva Schulte, Executive Director for Institutional Advancement, and Rafeeka Kloke, Special Assistant to the President.

ACTION TO ACCEPT AGENDA

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

STRATEGIC CONVERSATION

➤ **College Work Plan Priorities**

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

- Strategic Enrollment Management
- Operationalizing the new buildings (programming and space planning)
- Ctclink project
- Planned activities relating to Foundation campaign
- Legislative Advocacy

➤ **Strategic Enrollment Management (SEM) Update – Carla Gelwicks, Dean for Instruction and Michael Singletary, Registrar**

Gelwicks and Singletary shared a PowerPoint presentation with an overview of the areas of focus for SEM, which included recruitment, retention, and reengagement.

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

Langstraat shared a PowerPoint presentation with an overview the current financial snapshot, budget development process, and timeline. Overall enrollment is down almost 6% over the last several years that leads to decrease in revenue collections. One state FTE provides approximately \$6,000 to support college operations. The College must continue to identify cost savings and efficiencies to ensure the long-term viability.

➔ **Guided Pathways update – Carla Gelwicks, Dean for Instruction**

Gelwicks provided a status update and next steps. The College has identified seven area of studies and seventy-seven pathways; completed a 5-year work plan and submitted to the state board. 2020-2021 budget for guided pathways is yet to be determined. Highlights of priorities to be completed:

- Pathway maps for psychology, business, biology
- Vision statement for guided pathways
- 2020-21 budget for guided pathways
- Professional development plan for staff, faculty, and students
- Opening week planning
- Clear campus-wide messaging and communication for Guided Pathways vision, goals, areas of study, programs of study
- Re-sequenced entry and onboarding experience for new and returning students

➔ **Foundation Campaign Update – Eva Schulte, Executive Director for Institutional Advancement**

Schulte shared an update on the Foundation Campaign. The current focus of the campaign is connecting with potential and current donors. The Campaign Cabinet is looking at a series of events to strengthen donor relations.

EXECUTIVE SESSION

- ➔ At 11:00 a.m. the meeting was adjourned for a closed Executive Session of the Board for approximately sixty minutes as provided in RCW 42.30.140 (4)(a), to discuss collective bargaining.

At Chair Adelstein announced that action was not anticipated. Guests included President Kathi Hiyane-Brown, vice presidents Ed Harri and Nate Langstraat.

The Executive Session adjourned at 12:00 p.m. and the Board reconvened into open session at

12:00 p.m.

PUBLIC COMMENT

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

ADJOURNMENT

- There being no further business, the meeting was adjourned at 12:30 p.m.



Memorandum

Office of the Vice President for Student Services

To: Whatcom Community College Board of Trustees

From: Dr. Luca E. Lewis, Vice President for Student Services

Date: March 18, 2020

RE: Policy 543 Active Duty Military

Recommendation

Adoption of new Board Policy 532 – Active Duty Military. In order for WCC to remain in compliance with the Department of Defense (DoD) Memorandum of Understanding published in July of 2014, and to serve active and reserve military student when they use Tuition Assistance funds, the College must develop and adopt an institutional policy that demonstrate the following statements:

1. Whatcom Community College will refrain from providing any commission, bonus, or other incentive payments based directly or indirectly on securing enrollments or federal financial aid (including Tuition Assistance funds) to any persons or entities in any student recruiting, admission activities, or making decision regarding the award of student financial assistance.
2. Whatcom Community College will refrain from high-pressure recruitment tactics such as making multiple unsolicited contacts (3 or more), including contacts by phone, email, in-person, and engaging in same-day recruitment and registration for the purpose of securing service member enrollments.

Background

On July 14, 2014, the Department of Defense published to the Federal Register Change 3, DoDI 1322.25, "Voluntary Education Programs," increasing protections to Service members and their families through an enhanced Memorandum of Understanding (MOU) partnership with educational institutions. The initiative part of former President Obama's Executive Order for Principles of Excellence is designed to improve oversight of the educational programs offered to our Service members and their families by establishing new uniform rules that ensure a quality DoD Tuition Assistance (TA) program.

One component of the DoD-MOU involved institutional compliance self-assessments sponsored by the DoD's Voluntary Education (VolEd) program, and in March 2019, Whatcom, and 249 other institutions nationwide, were invited to participate in the first round of self-assessments. After submitting our self-assessment in October 2019, Whatcom received a Corrective Action Plan (CAP) with findings that included small website updates, employee training verifications, and a strong message that two policies were required by April 15, 2020 in order for the institution to continue offering Tuition Assistance to military connected students. Since receiving the CAP, Whatcom has satisfied 5 of the 7 CAP findings with no further action required. The final two findings require official College policies to address the CAP findings.

Finding 1: Policies do not clearly demonstrate behavior consistent with the ban against providing commission, bonus or other incentive payment based directly or indirectly on securing Service member enrollments.

Target completion date: April 15, 2020

Finding 2: Policies do not clearly demonstrate behavior consistent with the ban on high-pressure recruitment tactics.

Target completion date: April 15, 2020

In drafting Policy 532, considerations included the College's current policies, how the new policy would impact work flow, and how WCC staff support military connected students. Additionally, the College received feedback and guidance from key stakeholders, including, but not limited to, the Pentagon's Department of Defense (DoD) Voluntary Education (VolEd) Compliance Team, key stakeholders, the State Board of Community and Technical Colleges, and other local colleges to inform policy language.

TITLE:	Active duty military
NUMBER:	532
APPROVED BY THE BOARD OF TRUSTEES:	x/xx/xx
AMENDED BY THE BOARD OF TRUSTEES:	

Active duty military recruiting practices

Whatcom Community College will refrain from providing any commission, bonus, or other incentive payment based directly or indirectly on securing enrollments or federal financial aid (including Tuition Assistance funds) to any persons or entities in any student recruiting, admission activities, or making decision regarding the award of student financial assistance.

Whatcom Community College will refrain from high-pressure recruitment tactics such as making multiple unsolicited contacts (3 or more), including contacts by phone, email, or in-person, and engaging in same-day recruitment and registration for the purpose of securing Service member enrollments.

Military Tuition Assistance Refund Schedule

See Policy 520 Tuition/Fees/Refunds to view the refund schedule.

Reports to the Board of Trustees March 18, 2020 Meeting

➤ ASWCC – Mario Alem, President

- **Student Engagement** (*Goal 3.1 Ensure all students have access to campus resources that support educational success, Goal 3.6 Increase campus engagement in social justice education and leadership opportunities*)
 - ASWCC Senate Meeting (February 24th, 2020)
 - Allocated \$5031.42 to engineering students to attend the National Conference of Undergraduate Research (NCUR) in Bozeman, Montana
 - Mike Ryan, General Manager of Dining Services presented a \$1000 grant to President Kathi Hiyane Brown for the Orca Food Pantry
 - The 2nd InterClub Council of winter quarter was on February 14th with 19 clubs attending. \$250 was allocated to the Impact club for the World Puppetry Day event
 - Club Weekly Mingles (Wingles) are continuing. This is an event geared towards supporting ASWCC clubs and allowing students to make connections through clubs. 12 people attended the last Wingle that was on February 19th
 - Neon Lights Dance
 - The Neon Light Dances is annual dance hosted by ASWCC Student Government that allows students to build connection with one another and to have fun dancing.
 - In total there were 95 people who attended the dance
- **Collaboration** (*Goal 2.1 Increase Collaboration and communication to serve collective needs across the college*)
 - Turban Awareness Day
 - This was an event that was put on in collaboration with the local Sikh community. At the event, local Indian food was provided and there was also turban tying stations.
 - In total there were 125 attendees.
 - Board Game Night
 - This was an event was an event collaboration effort with the ASWCC Gaming Club. This event hosted many board games where people could socialize and network while playing various board games
 - In total there were 30 attendees at the Board Game Night event
- **Accessibility** (*Goal 1.3 Promote student access through quality services and resources*)
 - Cookies and Condoms
 - This was an event that aimed at informing the campus community about safe sex practices as well as give information about global issues regarding sexual health
 - Cookies and condoms were provided to attendees and in total 125 people attended this event

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

- **ctcLink** *(4.1 Offer programs, services, and facilities that support college needs and market)*
 - Due to complications with the go-live for the DG3 colleges, the kick-off of Implementation for the DG5 colleges (including Whatcom) has been delayed for about two months. The DG5 go-live date of October 2021.
 - The Project Manager is working with departments largely impacted by implementation activities to help develop staffing plans to ensure college operations will not be severely affected during this busy time.
- **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 March 2. They should be completed by mid to late March, culminating in an exit interview.
 - The budget development process for the 2020-2021 operating budget began officially on Feb 25. Emphases on budget development for FY20-21 include supporting maintenance level items, identifying critical needs that must be funded, capturing fiscal changes in various budgets where funds may shift or be reallocated from one area to another, and tightening up budget allocations.
 - Finance staff are reviewing financial implications related to COVID-19 response.
- **Facilities & Operations** *(4.1 Offer programs, services and facilities that support College needs and market demands)*
 - The Learning Commons is entering into the final phase of construction. Interior finishes are nearly complete, furniture and equipment installations have begun, and final site grading and landscaping are underway. Final inspections should be completed by mid- March with a goal of reaching substantial completion by March 20. The Library shelving installation began February 17 and is progressing on schedule for completion on March 6. The installation of the balance of the interior furnishings is scheduled for March 30 – April 17.
 - Cedar Hall continues to progress on schedule with the completion of interior finishes being the primary focus. The central staircase is nearly complete, carpeting is being installed starting from the 4th floor down, and the casework installation is nearly complete. Work has begun on the exterior bike shelter, and maintenance shed with.
 - Facilities and operations staff are supporting institutional COVID-19 response with targeted disinfection strategies, access to resources, and education to staff.
- **Emergency Preparedness, Safety & Security** *(5.3 Promote a safe environment for teaching, learning, and working)*
 - Focus has been on proactive COVID-19 preparedness, planning and response. Incident command was assigned to the Director for Safety and Security. Coordinated meetings and communications, as well as resource identification, have been top priorities to support the health and safety of the campus and broader community.
- **Conference & Event Services (CES)** *(4.1 Offer programs, services, and facilities that support college)*

- Agreements have been confirmed for facility use with the World Wide Dream Builders (conference), Assessment & Treatment Associates (workshop), Chuckanut Radio Hour (performance), Miss Whatcom County (scholarship program), Dept. of Finance Institutions (conference), WTA Operational Supervisor Meeting, City of Bellingham Planning Meeting, Bellingham Roller Betties (sporting event) and the Whatcom Genealogical Society (conference). Internally, CES is supporting the Winter Drama Production, Café Academia, Whatcom READS, Health & Wellness Fair, Music Dept. Concerts, World Puppetry Day and the MA Graduation.
- **Information Technology** *(4.1 Offer programs, services and facilities that support College needs and market demands)*
 - IT staff continue to ramp up network, systems, and hardware/software installs related to the Learning Commons and Cedar Hall.
 - IT staff are identifying technology resources and access related to COVID-19 response, including coordination with campus stakeholders on how to deploy these tech resources to those in need.
- **Bookstore** *(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)*
 - Bookstore employees (Amber Zipperer and Rob Perks) recently attended the Independent College Bookstore Association (ICBA) and National Association of College Stores (NACS) educational meetings and trade shows. Among the new ideas studied in the educational sessions was the bookstore's continued advancement towards greater use of social media in existing sales and marketing efforts, as well as an overall expansion of online website sales and services. Complexities regarding the implementation of Inclusive Access programs and the further development of Open Sourced material (OER) programs were also closely examined and better clarified. These course material programs are both at the forefront of Whatcom's student affordability initiatives.
 - The Bookstore has recently added several new sportswear items. WCC scarfs, beanie style caps, and Columbia brand women's wind jackets have been added to the growing sportswear mix. The Bookstore has also converted its 20% off "New Employee" discount to a 20% "New Position" discount to include existing WCC employees who have recently accepted new positions or promotions within the college. All WCC students and employees will continue to receive their anytime Whatcom affiliated 10% discount.

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

- **Athletics:** *(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)*
 - Women's basketball captured the NWAC North Region Championship and will compete at the NWAC Championships March 5-15. – *NWAC canceled all games due to COVID-19.*
 - Men's basketball finished the 2nd half of league play strong, winning each of its last three home games.

- Intramurals hosted a Ping Pong Tournament, seeing more than 35 players complete.
- Orca Basketball hosted the Boys & Girls Clubs of Whatcom County's championship basketball games on February 15th. Approximately 85 youth participated.
- **Community Standards and Residence Life:** *(Goal 2.1 Increase collaboration and communication to serve collective needs across the College, 2.5 Cultivate community awareness and support for the College)*
 - Presented on Cedar Hall at Professional Development Day to increase awareness of the project and answer questions.
- **K-12 Partnerships:** *(Goal 1.3 Promote student access through quality services and resources 3.1 Ensure all 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)*
 - On the first day of winter quarter there were 1,013 Running Start students (1,026 in winter 2019) enrolled in 835 FTE (841 in Winter 2019). These students are enrolled an average of 12.4 credits per student (12.3 in winter 2019).
 - Outreach participated in Learning with Leaders at Options High School (200 students attended), hosted Kulshan Middle School (200 students attended) and Squalicum High School STEM students (16 students attended).
 - Outreach hosted two monthly Whatcom 101 sessions with four students in attendance.
- **Academic Advising and Career Services:** *(Goal 2.1 Increase collaboration and communication to serve collective needs across the College)*
 - Facilitated a session for Professional Development Day entitled "Deconstructing the DTA." The session was intended specifically for faculty as a conversation to explain the parameters of the transfer degree and how advisors navigate conversations with students about selecting courses. Ten staff and faculty attended this presentation.
 - In partnership with Instruction, contributed to WCC's Guided Pathways 5-Year plan, submitted to the State Board.
- **Veteran Services:** *(Goal 1.1 Increase student achievement in transfer and career preparation, 1.2 Increase academic support for students, 1.3 Increase access for diverse and nontraditional student populations, 4.3 Increase access for underrepresented populations)*
 - Partnered with the Learning Center to provide a student veteran math tutor imbedded within the Veteran Services Office.
 - Partnered with community partners including American Legion, Combat Veterans International, Growing Veterans and the Bellingham, VetCenter to serve eligible military connected students with access to off campus study, and limited scholarships for dependents of disabled veterans and veterans pursuing STEM degrees.

- **Student Success and Retention:** *(Goal 1.1 Improve student success in retention, completion, transfer, and employment, 1.3 Promote student access through quality services and resources. 3.5 Improve recruitment and retention of diverse students, faculty, and staff)*
 - Provided support for 614 mid-quarter alert flags (804 flags winter 2019) for students.
 - Pod Leaders called 350 students who submitted a FAFSA but not applied to WCC and provided guidance on next steps to enroll at the College; approximately 200 calls were made to students who had applied to WCC but not submitted a FAFSA; and approximately 300 welcome calls were made to new students.
 - Facilitated a Faculty Education Workshop (FEW) on the InsideTrack Coaching Model. Six faculty completed the 16 hour hybrid workshop.
 - TRIO Upward Bound filed the year-two Annual Performance Report (APR) with the Department of Education in January. WCC earned 12 of the possible 13.5 points awarded for performance. The project is measured against each of the project approved targets. Performance points accumulate over the next four reporting cycles and total points will be used to establish program effectiveness in the application for continued funding after this 5-year project cycle ends in 2022.
- **Access and Disabilities Services:** *(Goal 3.3 Increase services focused on supporting marginalized student populations to close the equity gap in student outcomes 4.3 Increase access for underrepresented populations)*
 - Between January 14 and January 28, 46 videos were submitted by faculty for captioning to bring materials into ADA compliance. Since November 2017, 200 videos have been captioned.
 - Held new student access planning appointments for 20 currently enrolled or incoming students during the month of February (compared to 11 new student access planning appointments in February 2019).

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

- **International Programs** *(3.5 Improve recruitment and retention of diverse students, faculty, staff, and administrators; 4.2 Increase college enrollment and secure resources for the continues viability of the College)*
 - Whatcom Community College (along with Washington State University) was selected to represent US community colleges at the largest international student recruitment expo in Madrid, Spain from March 4 – 8, 2020. The recruitment work is 100% grant-funded by the Education USA and the Fulbright Commission in Spain, and highlights the 2 + 2 transfer opportunities from community colleges to universities. Three 2 + 2 college/university pairings were selected: WCC/WSU, and college/university pairings from California and Florida.
 - International Week was celebrated with variety of events and presentations focused on this year’s theme, “Truth or Consequences: A Quest for Information

Literacy in a Global Context.” Speakers, film screenings, panel discussions, and student-led presentations filled out the weeklong schedule.

- **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)*
 - AHECWW staff conducted Mental Health First Aid trainings for adults and youth participants, both locally and in out-of-town locations. Staff also provided outreach to high school students to interest them in health professions careers. And a daylong Cultural Humility training was conducted at WCC for 40 Mt. Baker Planned Parenthood staff.
- **Intercultural Services** *(2.5 Cultivate community awareness and support for the College; 3.6 Increase campus engagement in social justice education and leadership opportunities)*
 - The Simpson Intercultural Center presented three Fireside Chats with invited speakers and performers: Aaron Reader (VP of Student Services at Highline College and spoken word performer), Casandra Lopez (poet), and Jaminah Shannon (singer/songwriter). Over 60 students, staff, and faculty attended.
 - The Campus Diversity Committee partnered with Western Washington University and Healthy Whatcom to host the Racial Equity Institute for over 200 community members.
- **Guided Pathways** *(1.1 Increase student success in retention, completion, transfer, and employment; 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.)*
 - Whatcom submitted its Guided Pathways 5-year work plan to the SBCTC. Dozens of WCC faculty and staff participated in writing the 22-page document outlining how Whatcom will assess Guided Pathways practices, plan for implementation, monitor progress, and make improvements as the practice moves forward.
- **Workforce Education** *(2.5 Cultivate community awareness and support for the College; 2.6 Engage with business and industry to strengthen regional economic development)*
 - Janice Walker, former WCC dean for workforce education, was presented with the High Impact award by the Technology Alliance Group (TAG) for Northwest Washington. Walker was honored for her many years of service to the community and the TAG Board.

➤ **Foundation and College Advancement – Eva Schulte, Executive Director**

- **Foundation** *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.*
 - **Fundraising Update:**
 - Draft reports show that we received 19 gifts and pledges totaling \$87,707 for the month of February. Fiscal year to date as of Feb 27, 2020, we have received \$308,675 in gifts and pledges.
 - **Foundation News:**
 - This month, the WCC Foundation began its “WCC Lifesaver” faculty-staff campaign in partnership with the Combined Fund Drive, launching on Feb

18, WCC's Professional Development Day. The CFD luncheon, the first fundraising event of three, was well-attended and raised \$2,449 for the WCC Foundation, which is a 38% increase in dollars over last year. Additionally, the "WCC Lifesaver" launch secured 6 new recurring faculty and staff donors, totaling \$3,500 in commitments annually. This campaign will continue through June 30, 2020.

- **Community Affairs** *2.1 Increase collaboration and communication to serve collective needs across the College; 2.5 Cultivate community awareness and support for the College.*
 - **Community Relationship Highlights:**
 - Executive Director started conducting one to one relational meetings with Foundation board members, major donors, and area philanthropic executives who have aligned grant opportunities with WCC and the Foundation, i.e. Alcoa, United Way of Whatcom County, Chuckanut Health Foundation.
 - Eva is working to build new and cultivate existing relationships with community organizations and as a result, developing and updating the Foundation lists of partners, non-governmental foundations, vendors, and civic/social organizations.
- **Communications, Marketing and Publications** *1.3 Promote student access through quality services and resources; 2.1 Increase collaboration and communication to serve collective needs across the College; 2.6 Engage with business and industry to strengthen regional economic development.*
 - **Web and Social Media Highlights**
 - Top social post on Facebook about winning a scholarship for the best Orca Day design reached 1.1K people. Top social post on Instagram received 127 likes showing storm clouds behind Syre.
 - **Publications and Advertising Highlights**
 - New Residence Life marketing materials promoting Cedar Hall have been distributed around campus, social media and FIN digital signage system.
 - Spring quarter newsletter, which is mailed to all households in Whatcom County, will be distributed March 5.
 - **Press Releases and Resulting Media Coverage** *(please note that many of the events referenced have been canceled or postponed due to COVID-19)*
 - [WCC English program recognized by National Association](#), BBJ Today, 2/21/2020
 - [Western Alumna and Author Eowyn Ivey to Visit Campus March 6](#), Western Today, 2/20/20
 - [Artist's work inspired by advocacy](#), The Western Front, 2/20/20
 - [Engineering a jump start to university — or career](#), Community College Daily, 2/18/20
 - [Free Events at WCC Showcase Diversity and International Programs](#), Entertainment News NW, 2/17/20
 - [WCC to host fundraising golf tournament](#), KGMI, 2/11/20
 - [Bellingham SCORE and Whatcom Community College Mentor Local Entrepreneurs](#), Whatcom Talk, 2/11/2020
 - [Veterans give back through farming](#), The Western Front, 2/8/20

- [Bellingham SCORE to offer business workshops](#), BBJ Today, 2/6/20
- [Grant awarded to Whatcom Community College, featured in New York Times article](#), BBJ, 2/4/20
- [WCC awarded grant for Salish Sea project](#), National Endowment for the Humanities, 1/27/20
- [This is what you need to know about the new coronavirus and Whatcom's response](#), Bellingham Herald, 1/30/20
- [WCC English program earns national award](#), KPUG, 1/30/20
- Read more at whatcom.edu/news