

MEMBERS:

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

BOARD OF TRUSTEES

Meeting Agenda

Wednesday, May 13, 2020

Regular Board Meeting -2:00 pm

Via Zoom:

<https://zoom.us/j/94223895039?>

pwd=ZjBWSmcxQVZWWWFmeVYrS2d1OFQ5UT09

- I. Call to Order & Approval of Agenda, and Notice of Public Comment Time
- II. Consent Agenda Tab 1
 - a. Minutes of April 8, 2020 Board of Trustees Meeting (Attachment A)
- III. President's Report
- IV. Action Items Tab 2
 - Proposed Resolution Authorizing Continuation of 2019-20 Operating Budget (first reading, possible action)
- V. Executive Session
 - as provided in RCW 42.30.140 (4)(a), to discuss collective bargaining
 - To discuss with legal counsel representing the agency matters relating litigation or potential litigation
- VI. Public Comment
- VII. 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

NEXT MEETING REMINDER

June 10, 2020

*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



CONSENT AGENDA

- a. Minutes of April 8, 2020 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 MINUTES

BOARD OF TRUSTEES MEETING

Virtual Meeting via Zoom

Wednesday, April 8, 2020

2:00 p.m.

- ➔ **CALL TO ORDER** Chair Steve Adelstein officially called the Board of Trustees meeting to order at 2:01 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; 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 Bohlke moved to accept the agenda. It was seconded by Trustee Pedlow and the **motion was approved.**
- ➔ Chair Adelstein announced that there is a designated time for public comment on the agenda.

CONSENT AGENDA

➔ **Consent Agenda**

- a. Minutes of the March 18, 2020 Board of Trustees Meeting (Attachment A)

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

➔ **COVID-19 Preparedness Update**

- President Kathi shared that the College just learned of a fourth confirmed case, self-reported by a part-time employee.
- Enrollment was down comparing to a year ago by .70 percent. Other colleges are experiencing between 1 to 13 percent in enrollment decline.
- College leadership has begun planning for summer and fall quarters.
- A number of year end events may be canceled, postponed or implemented virtually.
- President Kathi recently met with ASWCC student leaders virtually to discuss the impact of

COVID-19.

- The Washington Art Commission sent a solicitation for artist proposal to provide artwork for the Learning Commons. Additional information can be found on the commission's website.
- At the June Board of Trustees meeting, staff would present a request for continuation for the 2019-20 Operating Budget.
- Nursing programs updates: nursing students anticipated to graduate on time and clinical site placement was postponed.
- The College anticipated additional information from Department of Education regarding CARES ACT funding in the near future

ACTION ITEMS

➤ **Proposed Policy 401 Holiday Faith and Conscience Policy (Third reading, possible action)**

Luca Lewis, Vice President for Student Services presented the proposed Policy 401 on behalf of Ed Harri, Vice President for Instruction.

Trustee Bohlke moved to approve Policy 401 Holiday Faith and Conscience. It was seconded by Trustee Johnson and the motion was approved unanimously.

➤ **Proposed Policy 533 Emotional Support Animal Policy (First reading, possible action)**

Luca Lewis, Vice President for Student Services invited Kerri Holferty, Director for Access and Disability Services to present an overview of the proposed Policy 533.

Trustee Bohlke moved to approve 533 Emotional Support Animal Policy. It was seconded by Trustee Taylor and the motion was approved unanimously.

EXECUTIVE SESSION

- At 3:01 p.m. the meeting was adjourned for a closed Executive Session of the Board for approximately minutes 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 was not anticipated. Guests included President Kathi Hiyane-Brown, Vice President Nate Langstraat, and Assistant Attorney General Kerena Higgins.

The Executive Session was extended for fifteen minutes at 3:21 p.m.

- The Executive Session adjourned at 3:36 p.m. and the Board reconvened into open session at 3:36 p.m.

PUBLIC COMMENT

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

ADJOURNMENT

- There being no further business, the meeting was adjourned at 3:36 p.m.

Resolution No. 2020-01

Resolution Authorizing Continuation of 2019-20 Operating Budget

WHEREAS the statewide outbreak of COVID-19 has not allowed Whatcom Community College the adequate time and ability to finish its inclusive budget process; AND

WHEREAS the Office of Financial Management, and the State Board for Community and Technical Colleges have not provided final fiscal year 2021 budget allocations to the College; AND

WHEREAS the State Board for Community and Technical Colleges, delegated with the authority to allocate and disseminate the state budget to the community and technical colleges, plans to provide the allocation to Whatcom Community College after it is approved by the SBCTC Board;

WHEREAS the Office of Financial Management has indicated the potential for significant state funding reductions caused by diminished state revenue collections due to the COVID-19 pandemic; AND

WHEREAS the Board of Trustees of Whatcom Community College finds that the disruption of operations of the College to be unduly burdensome to the communities served by the College; AND

WHEREAS Whatcom Community College is actively developing the fiscal year 2021 operating budget, but will not complete before budget authorization for operation of Whatcom Community College expires on June 30, 2020;

NOW THEREFORE BE IT RESOLVED: The Board of Trustees authorizes the continued operation of Whatcom Community College under the full delegation of authority provided to the College President. Such authority includes the expenditure of available state, tuition, local, contract, and grant funds to fully operate the College in accordance with established institutional practices.

The College President is authorized to make such legal and compliant fund balance and other fund transfers as necessary to implement this resolution.

BE IT FURTHER RESOLVED: The Board of Trustees expects fiscal year 2021 operations under the current 2019-20 operating budget at a reduced expenditure level in anticipation of state funding reductions.

This authorization commences July 1, 2020 and remains in effect through September 30, 2020, or until formal adoption of the 2020-21 operating budget by the Board of Trustees, whichever event occurs first.

APPROVED in the regular meeting by the Board this 13th day of May, 2020.

On behalf of the Board of Trustees, Whatcom Community College by:

Steve Adelstein, Chair

Wednesday, May 13, 2020



Whatcom

COMMUNITY COLLEGE

Reports to the Board of Trustees May 13, 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
 - ASWCC Student Government fully transitioned ASWCC Senate Meetings to digital meetings. Meetings are streamed live and will continue to be streamed live to the WCC Student Life and Development Facebook Page. Students are able to join the Facebook Live at [Facebook.com/WCCstudentlife](https://www.facebook.com/WCCstudentlife) to watch the meetings and can comment on the live stream with any questions or discussion items that they would like addressed in the meeting.
 - Two ASWCC Senate meetings were successfully held over Zoom and streamed to Facebook Live on April 20th and April 27th.
 - ASWCC Clubs
 - ASWCC Student Government continued to support ASWCC Clubs virtually this quarter. There are currently sixteen active ASWCC Clubs.
 - The first InterClub Council of Spring Quarter was on April 24th with eight clubs attending. Similar to the ASWCC Senate, InterClub Council meetings are now being streamed live on WCC's Facebook Live at [Facebook.com/WCCstudentlife](https://www.facebook.com/WCCstudentlife).
 - Club Weekly Mingles are now happening virtually over Zoom as well. This is an event geared towards supporting ASWCC clubs and allowing students to make connections through clubs. Eight people attended the last Wingle that was on April 15th.
- **Collaboration** (*Goal 2.1 Increase Collaboration and communication to serve collective needs across the college*)
 - Student Life Hacks: Productivity Guide
 - On April 22nd members of ASWCC Student Government and the Intercultural collaborated to present students with information on how to stay productive during quarantine. Dr. Janis Velasquez Farmer, Director for the Intercultural Center facilitated the conversation and several student leaders had the opportunity to share with students their productivity tips to be successful through quarantine and a virtual quarter. Eleven people attended the Zoom meeting and the meeting was also streamed live to the WCC Student Life and Development Facebook Page.

- **Accessibility**
 - The Programming and Diversity Board composed and curated a “Not Rich” guide for students - A living document with various resources to support WCC students.

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

- **ctcLink** *(4.1 Offer programs, services, and facilities that support college needs and market*
 - The ctcLink Training Team has been working on a work-at-home plan for faculty and staff. Canvas courses are customized for each employee group, and promote readiness to work in the new system when implemented in October 2021.
 - As of May 11, ten of the 34 colleges in the SBCTC system will be converted to the ctcLink system. Each successive implementation has gone more smoothly than the last. The next key phases include scaling up training and thorough review of business process gaps between the current legacy and new PeopleSoft systems.
- **Finance** *(4.1 Offer programs, services, and facilities that support college needs and market demands)*
 - The State Auditor’s Office (SAO) completed the financial statement audit. Formal results will be published by the end of May, coupled with a formal exit interview. The SAO noted one finding/deficiency in the area of financial statement preparation. The finding is an error in classification of Certificate of Participation proceeds used to fund Cedar Hall design and construction. The error is directly tied to incomplete system guidance on how to navigate the transaction. A formal audit response has been prepared and submitted to SAO acknowledging the error (which has been corrected) and providing context for how the error occurred. This response will also be included in the final report.
 - Due to the fiscal signals and decisions from the Governor, Office of Financial Management, and SBCTC, the College has amended the normal budget development process for FY21. State agencies are preparing for significant funding cuts. The College will focus budget development on identifying strategies to bridge potential funding gaps. The Budget Review committee in collaboration with College leadership has developed guiding principles to help guide difficult budget decisions. This document was referenced in a campus-wide budget message sent on April 29, 2020.
 - The Business Office established an arrangement with People’s Bank to accept cash tuition and fee payments during the physical campus closure due to COVID-19. This has enabled the College to continue providing service and access to students.
 - The Business Office has refunded approximately 1,000 students that had paid tuition and fees prior to spring quarter, as the result of transitioning to online classes in late March. Refunds also included the removal of student recreation center and WTA fees, and cancellation of many Community Education courses.
- **Facilities & Operations** *(4.1 Offer programs, services and facilities that support College needs and market demands)*

- The Learning Commons and Cedar Hall have been deemed “essential” by the Department of Enterprise Services, allowing the projects to continue through the current “stay home – stay healthy” order associated with COVID-19. Both projects are in the final phases of interior finishes and punch list items. The site work and furniture installation are completed for the Learning Commons with work continuing on the technology equipment installations. Final occupancy approval is expected to occur the first week of May. Site work continues on Cedar Hall with concrete flatwork and construction of the bike and picnic shelters and landscaped areas planned for April and May. Final occupancy is expected by mid-June.
- Facilities and Operations staff continue to support institutional needs related to pandemic response. Targeted disinfection strategies, access to resources, and education for staff have been priorities.
- **Emergency Preparedness, Safety & Security** *(5.3 Promote a safe environment for teaching, learning, and working)*
 - COVID-19 planning and response efforts continue with key activities:
 - support for students, faculty and staff impacted personally by COVID-19 illness;
 - liaison with Whatcom County Department of Health, Whatcom County Unified Command and Washington State Emergency Operations Center;
 - coordination with FEMA services;
 - Maintenance of up-to-date Jeanne Clery Act and Labor & Industries compliance with emphasis on COVID-19 prevention and education.
 - Safety and Security Director Raquel Vernola has been serving as a subject matter expert in the Planning Section, Surge Planning Branch of Whatcom Unified Command (WUC) and contributed to the development of the Whatcom County Medical Surge Plan.
- **Conference & Event Services (CES)** *(4.1 Offer programs, services, and facilities that support college needs and market demands)*
 - Due to the current situation with COVID-19, all conferences and events are canceled, postponed, or going virtual through the end of spring quarter. CES continues to evaluate lost revenue due to cancellations for reporting as part of the COVID-19 financial impact.
 - Research and planning has been initiated for a virtual Commencement Ceremony.
 - CES has been working with multiple departments to identify alternative end-of-year events and celebrations to align with state guidance on gatherings to ensure the safety and health of the campus community.
- **Information Technology** *(4.1 Offer programs, services and facilities that support college needs and market demands)*
 - IT staff and college partners have checked out over a hundred laptops to students, staff, and faculty to support online courses and off-campus work during spring quarter. Staff will continue to monitor and evaluate resources needed throughout the quarter and begin planning for spring to summer quarter transitions.

- To support student access, IT installed wireless access outside Cascade Hall. Students unable to access WiFi from home can park around the building for free access.
- **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)
 - Due to the COVID-19 related closure of on-campus services, the Bookstore experienced a large increase in online website traffic and sales. Bookstore staff have processed over 900 spring quarter orders. Students have expressed great appreciation for the continuity of bookstore sales and services, as well as the free freight program.
 - The Bookstore partnered with the Art, Nursing, PTA, and Substance Abuse programs as well as Running Start, Veterans Services, I-Catch and other financial aid and grant agencies to ship and facilitate the curbside distribution of required course materials for spring quarter.
 - Bookstore staff participated as panelists in a COVID-19 Campus Store Roundtable on April 23, along with fourteen other college bookstore professionals from around the country. Topics included how, under COVID-19 disruptions, book buybacks and rental returns were organized, associated increased website sales, curbside services, distribution of agency, grant, and financial aid student materials, and campus messaging. Most participants on the panel, as well as the two hundred stores in audience, were semester schools (just approaching their end of term). Whatcom's insights provided unique and comprehensive strategies for dealing with the COVID-19 disruption.
 - Despite the COVID-19 disruption to normal operations, the Bookstore received over 80% of winter quarter book rentals from students. This was partially made possible through persistent messaging updates, individual contacts, curbside delivery options and maybe most importantly, the WCC Library providing use of the Library materials drop box located in front of the ASB building. WCC's Library Director, Howard Fuller, made drop box pick-ups, even on the weekends during the disruption to assist with the return of rental books.

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

- **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, 2.2 Create teaching and learning communities.)
 - OSLD hosted an inaugural virtual WCC Resource Open House on April 27th – May 1st. Students were able to learn about campus resources to support their success. The event highlighted a different resource on each day including: E-Learning and Support, Student Services, finances, food and other basic needs, student engagement, and mental and physical health. Twelve participants attended the Zoom Open House, and the livestream to Facebook reached 494 people with 81 engagements (clicks, comments, likes, or shares).
 - OSLD hosted virtual open office hours via Zoom to assist students in learning more about clubs, engagement opportunities, and student government. Two

students participated and the livestream to Facebook reached 320 people with 59 engagements.

- **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)*
 - Orca student-athletes finished winter quarter with 38 students achieving a 3.0 GPA or higher for the quarter and 11 students recording perfect 4.0 GPA. The volleyball team boasted the best overall team GPA at 3.15 for the quarter.
 - The Student Recreation Center Instagram is posting workout tutorials two to three times per week, featuring various types of strength and conditioning workouts that anyone can do while staying at home and practicing physical distancing.
 - Hired Jay Sloane as the head men's and women's cross country coach. Sloane will oversee the new cross country program that will start fall 2020.
 - Student-athlete rosters continue to grow. In 2019-20 Orca Athletics had 101 student-athletes on the roster, compared to 2018-19 with 75 student-athletes. Athletics projects approximately 130 student-athletes for 2020-21.
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- **K-12 Partnerships:** *(Goal 1.3 Promote student access through quality services*
- **Community Standards and Residence Life:** *(Goal 1.3 Promote student access through quality services and resources, 2.1 Increase collaboration and communication to serve collective needs across the College, 3.6 Increase campus engagement in social justice education and leadership opportunities)*
- **Purchased a Housing Occupancy Management 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)**
 - The Running Start Graduation Celebration will be on June 9th and will be in an alternative format.
 - Spring quarter has 986 students enrolled (1,016 in spring 2019), 790 FTE (802).
 - Outreach created an Instagram resources for Pod Prep students to replicate the services that would have been delivered in the high schools.
- **Financial Aid:** *(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)*
 - Partnered with the Foundation and the Emergency Funds Review Committee to respond to 557 student requests for COVID-19 related emergency needs as of May 1, 2020. These students have been awarded just over \$500,000 from funding sources including Foundation support, state Student Emergency Assistance Grant (SEAG) emergency funds, federal CARES ACT funds, and local dollars earmarked for needy students.
 - Currently, 3,011 current and prospective students completed the FAFSA/WASFA for the 2020-21 academic year. This compares to 3,191 completed FAFSA/WASFA as of a similar date for the 2019-20 academic year.

- **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 non-traditional student populations, 4.3 Increase access for underrepresented populations)*
 - Eighty-four military connected students enrolled for spring 2020 compared to 86 military connected students in spring 2019.
 - Supporting military connected students individually and virtually to provide on-demand support and to connect students virtual and financial support services within the College, community, and VA. Staff is providing technical support for installation, setup, and use of various software and programs associated with spring coursework.
 - The VA and Congress have been supportive in adjusting the monthly payment process for student's using GI Bill benefits. While this process increases the processing time for each enrollment certification, it will allow our students to receive full pay while being enrolled in solely online classes. This provision will remain in effect until December 21, 2020.
- **Entry Services:** *(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)*
 - Partnered with Student Services department and staff to call, text, and email 283 students to remind them tuition due dates, resulting in over 220 of these students making on-time payments.
 - Hosted Registration Workshops to provide advisor assistance for students who would normally register in-person. Twenty-eight advisors and staff helped over 900 students register for classes.
 - Processed 924 new and returning student spring quarter applications (compared to 840 in spring 2019). To date, 163 summer applications have been processed (compared to 178 spring 2019) and 990 fall applications (compared to 1,380 fall 2019).
- **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)*
 - Moved all services, including AIM coaching, Wave New Student Orientation, and Upward Bound to virtual services. Integrated modules into online orientation that provide students with strategies and practices to be successful while taking online courses.
 - Piloted a Canvas/Starfish online integration to automatically flag students who were inactive in their online courses. All inactive students received direct outreach from staff.
 - Developed and fully implemented a student Virtual One Stop website that consolidates all essential services, technology requests, and access to student/faculty/staff support while services are delivered in a virtual and remote environment. Developed a system to monitor incoming questions from

the Virtual One stop and respond within 24 hours. The email account and student inquiries are monitored 7:00am-7:00pm Monday-Friday.

- Collaborated with Entry Services, Outreach, and AIM to develop a communication plan for spring 2020 to provide students just-in-time information and services. This includes Pod Leader calling campaigns to provide support and connect students to important resources related to emergency funding, academic support, and access to technology.
- Collaborated with the Intercultural Center, AIM, and the Student Recreation Center to develop a 90 minute training for part-time hourly student workers to support the efforts of the Virtual One Stop that included basics of coaching, Starfish navigation, and FERPA. Fifteen people participated in this training.
- Hosted a one hour web training on how to navigate early alert, raise flags outside of progress surveys, and explain the interventions that happen once a flag is raised. Four people participated in this training. This training was recorded and will also be made available through the Teaching and Learning Center.
- Upward Bound implemented TutorMe, a live 24-hour access tutoring program for Upward Bound students.
- **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)*
 - Provided closed captioning for Zoom meetings, events, and trainings to address and affirm access for all employees and students.

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

- **Community and Continuing Education (CCE)** *(2.5 Cultivate community awareness and support for the College, 2.6 Engage with business and industry to strengthen regional economic development.)*
 - The 10th annual Chuckanut Writers Conference has been canceled for this year. The conference organizing team is currently working on programming online workshops and a virtual author reading to take place the week the conference would have occurred.
 - This past month CCE moved more than 20 non-credit classes to “virtual classrooms” via Zoom for May and June, including a variety of fitness, professional development, grant writing, QuickBooks, consumer technology, and creative writing topics.
 - CCE has expanded asynchronous online course offerings offered through the third-party vendor *EducationToGo*, and is exploring opportunities to partner with additional vendors for online continuing professional education content.
- **Workforce Education** *(1.3 Promote student access through quality services and resources, 2.3 Strengthen partnerships with K-12 and higher education institutions, 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.)*

- *Girls Go Tech 2.0* - In collaboration with the national Women in Cybersecurity (WiCyS) organization, Whatcom provided seven middle and high school girls with access to the virtual WiCySv20 Summit, April 15-17, followed by an online debrief session on April 23 featuring lead CIS/cybersecurity faculty Christy Saunders and three women working in industry, including two WCC graduates.
- Workforce Education representatives meet weekly with TEAM Whatcom, a county-wide group made up of the chamber, port, small business, and education sectors. In addition, BFET and Worker Retraining meet regularly with community service partners to coordinate funding and maximize resources for students. As workforce training becomes increasingly important to our community, WCC Workforce Education strives to ensure students seeking training have the necessary funding to support their educational and life goals.
- The worker retraining office is assisting Whatcom students receiving unemployment insurance to navigate the process of maintaining their weekly benefits while in college. Students were contacted directly, and information is also available on the Virtual WCC page. Students who respond to the CARES Act Emergency Fund questionnaire stating they have lost their job due to COVID will receive direct outreach about UI benefits support while in college.
- **Intercultural Center** (*1.1 Improve student success in retention, completion, transfer, and employment, 2.1 Increase collaboration and communication to serve collective needs across the College, 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.*)
 - Intercultural Services has moved community and student engagement into the virtual environment using an interactive website, social media, and programming platforms. The virtual Intercultural Center maintains daily hours.
 - IC director and two faculty members offered a culturally responsive pedagogy workshop through the Teaching and Learning Center.
 - IC staff are working with WWU on the annual *Campus Wide Dialogue*, an event that draws up to 150 community members, faculty, staff, and students. Plans to move the event into a virtual environment are in place.
 - The weekly Fireside Chats for students, staff, faculty, and community members featured guest speakers Judge Cecily Hazelrigg, Court of Appeals; and Erum Mohiuddin, a community member who presented on Ramadan.
 - The Campus Diversity Committee is offering *The Bias Masquerade*, a workshop series designed to spark conversation about bias, micro aggressions, and racial prejudice.
 - The IC and ASWCC Programming and Diversity Board presented a student panel discussion on *Productivity Hacks* to engage the campus community in conversation to support academic success and persistence during the COVID-19 crisis.

➤ **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*)

- **Student and Mission-Based Support:** The Emergency Funding Review Committee, which is co-chaired by WCC Foundation and Financial Aid and includes AIM, Student Services, the Business office, and Intercultural Services representation, collaborated to rapidly launch a large-scale emergency funding program for students affected by COVID-19. The Foundation's AwardSpring scholarship platform was utilized to develop a simple, accessible online application for students needing emergency support. **Fundraising:** Draft reports show the Foundation received 34 gifts and pledges totaling \$10,363 for the month of April. Fiscal year to date as of April 30, 2020, the Foundation received \$339,855 in gifts and pledges.
 - A follow up to the March urgent student needs appeal was sent on March 31 from WCC Foundation Board Chair Ron Kleinknecht. Community support for students has continued pouring in throughout April. Overall the Foundation has received \$14,465 from 58 donors since March 18.
 - The Foundation is initiating a strategy to pursue private foundation grants, prioritizing those opportunities that are directly responding to COVID-19 emergency support requests. i.e. In April, WCC Foundation submitted two proposals, one that was a comprehensive request related to WCC student need and the other for funding support for emergency language services related to COVID-19. If awarded it would support direct outreach to at-risk student populations that are non-traditional and older than 40 years of age. It would also allow translation of the emergency funding application into Spanish, Russian, Ukrainian and Punjabi and dissemination of DOH materials on COVID-19 related health and safety.
- **Governance:** The WCC Foundation Board of Directors met on April 28th to discuss the Foundation's response to the COVID epidemic. The WCCF Board directed \$90,000 in reserve funds be utilized for COVID-related emergency student funding and allocated additional money from the quasi-restricted Board endowment to support current and 2020/2021 academic year scholarships at the same level as last year despite market declines.
- **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)
 - **Cross Divisional Collaboration:** Student Services and Institutional Advancement collaborated in co-chairing the effort to turn around emergency funding to students in just over a two week time period with President Cabinet and cross-campus support.
 - According to WAFL reports, Washington Foundation Leaders, this type of collaboration on the back end of the application process is exemplary and not the norm. It dramatically simplified the process for students and was important for accessibility.
 - **Profile-Raising**
 - On April 29th, WCC Advancement launched a comprehensive community outreach strategy with 3 primary goals for institutional Advancement: 1) raise the credential of WCC regionally and nationally as a leader in the future of work and education, 2) cultivate and engage

- donors and community stakeholders with the new WCC Foundation/WCC Core theme of 'Building Community Every Day,' and 3) successfully raise the Foundation fundraising goal for the last phase of the campaign to support need and capacity during this time of COVID-19.
- The first webinar launched with "Coming Together: COVID and the rise of community at WCC". The webinar featured a conversation between President Kathi and former WCC Trustee and Campaign Co-Chair Chuck Robinson covering community questions related to WCC's COVID-19 response. ASWCC President Mario Alem and WCC Foundation scholarship awardee Grace Robinson also spoke to the community response and its importance to students. The event received highly positive feedback from donors and stakeholders who attended.
 - Foundation board chair, Ron Kleinknecht published an article about WCC in the Whatcom Watch. (See press coverage link below.)
 - **Relationship Building**
 - Eva Schulte is participating in weekly zoom calls coordinated by the Whatcom Community Foundation for regional Executive Directors.
 - **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**
 - Virtual One Stop has launched! The webpage, which was a collaboration between Advancement, Student Services and Instruction, is meant to be a "one stop" resource for students as we navigate the transition to remote services: www.whatcom.edu/virtual
 - Top tweet for April 2020 was sharing news about a former WhatcomCC student on College Week Wheel of Fortune. It received 1,068 impressions, 6 engagements, and four likes.
 - Top Facebook post for April 2020 shared CARES Act news for students (which was recently passed by Congress and will provide support to students who face financial hardships related to the current pandemic). It reached 1,404 people and had a total of 89 reactions, comments, and shares.
 - Top Instagram post shared news of the Emergency Fund for students needing assistance with tuition, technology, rent, food, and childcare. It received 844 impressions, reached 754 people, had 7 profile visits, and 2 comments.
 - Top LinkedIn post shared news of WCC and ArtsWA seeking an artist for the Phyllis & Charles Self Learning Commons. It received 860 impressions, 29 story clicks, and 12 likes.
 - **Publications and Advertising**
 - Postcard announcing spring classes and services moving online was mailed to 19,000 households in Whatcom County with residents age 18-35.
 - Working with the STEM Carnival planning group to help deliver and promote this year's event going online for families.

○ **Press Releases and Resulting Media Coverage**

Coronavirus-related coverage:

- [When will coronavirus peak? Here's the model Whatcom County is following](#), Bellingham Herald, 4/12/2020
- [Second WCC employee tests positive for COVID-19](#), KGMI, 4/1/2020
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