

WENATCHEE VALLEY COLLEGE

Board of Trustees

January 15, 2025

10:00 am	Work Session	Mish ee twie, Maguire Center	https://wvc.zoom.us/j/81504557103
3:00 pm	Regular Meeting	Wenatchi Hall, 2310	https://wvc.zoom.us/j/85485160089

WORK SESSION AGENDA

10:00 am	COMMUNICATIONS	
	<ul style="list-style-type: none">• Wilma Cartagena – Trustee Reappointment	
10:05 am	REPORT FROM TRUSTEES	1
	<ul style="list-style-type: none">• Board Reports• Trustee Tuesday – Dec. 10• Hill Climb - Olympia• ACCT Legislative Summit: February 9 – 12, 2025, Washington DC	
10:10 am	FINANCIAL REPORT, Fred Neghabat	
10:20 am	RESERVE BALANCE, Brett Riley	
10:30 am	2024-2025 OPERATIONAL BUDGET, Brett Riley	2
10:40 am	LEADERSHIP REPORTS	
	<ul style="list-style-type: none">• Instruction: Dr. Tod Treat• Student Affairs: Dr. Diana Garza• Administrative Services: Brett Riley<ul style="list-style-type: none">○ Service Contract Review• Human Resources: Lisa Turner• ASPIRE: Dr. Robin Angotti• Omak Campus: Cal Goolsby• Wenatchee Foundation: Rachel Evey• Strategic Enrollment & Student Success: Ellia Sablan-Zebedy<ul style="list-style-type: none">○ Enrollment Update• Diversity, Equity, Climate, Culture & Belonging: Joe Eubanks• Public Information: Marcine Miller• Grant Development: Jessica Perez Bravo	3 5 9 12 17 19 21 23 27 31
11:30 am	PRESIDENTS REPORT	43
12:00 pm	LUNCH	
12:30 pm	LEADERSHIP DEVELOPMENT, Vanessa Saldivar	
	<ul style="list-style-type: none">• Title V	
1:30 pm	CAPITAL PROJECTS, Brett Riley	54
1:45 pm	ORIENTATION FOR TENURE, EVALUATION AND REVIEW, Tod Treat	55
2:05 pm	BOARD MEETING AGENDA REVIEW	
2:10 pm	BOARD AGENDA ACTION ITEMS	
	<ul style="list-style-type: none">• Sabbatical Requests• 2024-2025 Spending Budget• Keep Washington Working: 000.310 Immigration Rights and Non-Discrimination Policy	71 72 73
2:15 pm	EXECUTIVE SESSION*	

*An Executive Session may be called for any reason allowed under the Open Public Meetings Act (RCW 42.30)

REGULAR MEETING AGENDA

CALL TO ORDER

LAND ACKNOWLEDGEMENT

APPROVAL OF MINUTES

- November 13, 2024, Regular Board Meeting 58

CELEBRATING SUCCESS

- Fall Sports Athletics Honor Roll 63
- Native American Classic 65
- Student Success 67

INTRODUCTION OF NEW EMPLOYEES

- Introduction of New Employees

SPECIAL REPORTS

- Dania Cuevas Sandoval, ASWVC President
- Amber Watson, ASWVCO President 69
- Sharon Wiest, AHE President
- Wendy Glenn, WPEA Chief Shop Steward

STAFF REPORTS

- Dr. Tod Treat, Vice President of Instruction..... 3
- Dr. Diana Garza, Vice President of Student Affairs 5
- Brett Riley, Vice President of Administrative Services 9
- Lisa Turner, Interim Executive Director of Human Resources 17
- Dr. Faimous Harrison, President 43

PUBLIC COMMENT

Anyone wishing to address the board must sign up with Maria Iniguez. Comments will be limited to three minutes.

ACTION

- Sabbatical Requests 71
- 2024-2025 Operational Budget..... 72
- Keep Washington Working: 000.310 Immigration Rights and Non-Discrimination Policy..... 73

ADJOURNMENT

REPORT FROM TRUSTEES

Paula Arno-Martinez, Chair

Happy New Year to everyone! I hope you all had a joyous holiday season with your loved ones.

Trustee Tuesday

I was fortunate to attend the Trustee Tuesday session on December 10th hosted by the Association of College Trustees (“ACT”). The topic was “Crystal Ball Insights on the Federal and State Election Results and Future Impact to Higher Education” and was led by David Baime, Senior Vice President with the American Association of Community Colleges (AACC) and Arlen Harris, Legislative Director with State Board for Community and Technical Colleges (SBCTC).

I was pleased to see some of my fellow WVC Trustees in the zoom meeting and it was a very invigorating session. There is so much that is unknown with the incoming administration, but the session highlighted that the upcoming National Legislative Session is critical for advocating for our students and institutions.

ACT

I have the pleasure of serving as the Secretary of ACT and on the Bylaws and Education Committees. For the Bylaws Committee, we have been meeting monthly to review and revise the ACT bylaws and operating procedures that will be voted on at our Spring Annual Meeting in Spokane this May. For the Education Committee, we have also been meeting regularly to plan out future Trustee Tuesday topics/sessions and conference sessions.

WILMA CARTAGENA

Trustee Report for December 2024- January 2025

ACTIVITIES:

December 10, 2024- Trustee Tuesday

I attended this meeting with my colleagues from WVC. I had the opportunity to introduce our speakers, David Baime, American Association of Community Colleges (ACCC), vice president of government relations, and Sam Herriot, SBCTC, government relations, at the meeting. David presented the outlook for the next legislative session of Congress. While most legislators in Congress support community colleges, the picture is unclear, and we need to continue to show up in DC to advocate for our colleges. Patti Murray will still be in the Senate Budget and Reconciliation Committee, but not as chair. We anticipate that there will be reductions in the size of government and spending cuts across the board to programs we care about.

Sam Herriott stated we are preparing for the legislative session to begin January 2025. Some new faces in Olympia and Congress. Michael Baumgarten will represent Spokane as a member of Congress, the chair that Cathy McMorris Rogers vacated. He served in Olympia and previously represented Spokane.

January 08, 2025- ACT Education Committee

I serve on this committee with Paula and as co-chair of the ACT legislative committee. We are preparing for the upcoming Trustee Tuesday, January 14, 2025, at 8:00-9:00, an update on the governor's budget and legislative priorities.

January 10, 2025- Joint Legislative Committee Meeting

I attended this meeting as one of three Trustee representatives from ACT. Arlen Harris gave us an update on the work the SBCTC staff is doing at the Hill in Olympia. He presented an update on the legislative priorities, Governor Inslee's budget, bills, and legislation we monitor that may affect our colleges. This weekly meeting continues until the end of the legislative session.

There are upcoming events and opportunities for Trustees to be involved in advocacy. Please review the materials sent to you by Kim Tanaka to keep up to date.

-January 29, 2025- College Promise Coalition Day on the Hill Reception

Attachment (legislative priorities)

Respectfully,

Wilma Cartagena

Trustee

2024-2025 Operational Budget

Revenue Forecast:

101 Funds-

- Our state allocation is projected to be \$23,875,273 including provisos and program funding. This also includes the \$531,273 reduction in allocation from the OFM accounting error.

149 Funds-

- Tuition forecast is \$7,535,525 for the academic year 2024-25. This reflects a 2.5% increase in tuition rate based on SBCTC action and a 2% increase in tuition bearing enrollment.

148 Funds-

- Fee revenue is projected to come in at \$2,473,248. Fee revenue reflects the approved changes to the fee schedule and enrollment growth.

146 Funds-

- Revenue from Running Start continues to increase in the near term. We are expecting FY25 Running Start revenue to come in at \$8,211,909. This number reflects an approximate 170 FTE increase in enrollment and an average 4% increase in reimbursement rate from the school districts.

Other-

- \$207,182 in WVC Foundation sourced funds dedicated to specific endowed agriculture and allied health instruction and equipment.

Base Operating Revenue- \$42,303,137

WVC has anticipated 2024-25 operating budget of \$39,388,499

LEADERSHIP REPORTS

INSTRUCTION

Dr. Tod Treat, Vice President

BUILD STEWARDSHIP, EFFICACY, AND INSTITUTIONAL FINANCIAL HEALTH

At the December 3 Instruction Council, administration shared fundamentals of WVC's Instructional Budget, challenges to student retention and registration, and efforts to improve WVC's financial footing. Changes in class capacity intended to support these efforts have led to robust faculty conversation regarding the role of shared governance, led by Instruction Council co-chair Hart Johnson.

WVC Hispanic Orchard Employee Education Program courses have been recoded to college-level to facilitate federal data gathering, enrolled 55 students in three courses fall quarter.

CREATE A CULTURE OF EXCELLENCE

Acting Dean Meleah Butruille completed her responsibilities in fall, 2025 and provided a thorough orientation and hand-off to new Dean Tracy Donnelly. As a retiring full-time nursing faculty member, Meleah brought experience, knowledge of the institution's processes and programs, and enthusiasm. Meleah worked with faculty advance several initiatives or improvements, including in Medical Assisting, Natural Resources, Good Jobs Challenge, Behavioral Health, Microsoft Data Center, and other areas. Several faculty have also been supporting Meleah and Andrew demonstrating that a succession planning mindset and faculty stretch assignments can lead to great outcomes (thank you to Sompheng Batch, Mike Choman, Arius Elvikis, Zack Jacobson, and Bev Warman!

Tracy Donnelly joined WVC as new dean of Allied Health and Professional Technical Programs



Tracy Donnelly most recently served as director of operations of Workforce Training and Continuing Education at the College of Eastern Idaho. She was also dean of Continuing Education at Northern Lights College in Dawson Creek, B.C., and Health Sciences director at Clackamas Community College and Klamath Community College. ([Full Announcement](#))

BECOME A PREMIER STUDENT-CENTERED COLLEGE

WVC has finalized and is now using the Pearson Vue Testing Center paid for by Good Jobs Challenge grant. The purpose of the Center is to enhance student certifications leading to job placement. We've already facilitated CompTIA certification exams for two students, demonstrating immediate value. Strategic Importance: This center is vital for our goal of training and placing 183 individuals

in the data center industry by next September, in collaboration with NCESD, SkillSource, and Big Bend CC. In the past, a tester would have to leave town to certify for a professional certificate. The biology department is expanding its night offerings to include Majors Cellular (BIOL&211). 30 students have enrolled in this night class that runs from 5:30 to 7:30 Monday thru Wednesday. In addition, WVC is again offering an evening Microbiology class (BIOL&260). Twenty students are registered for this class. The Math Department is implementing evening math classes starting Spring term 2025.

ADVANCE ACADEMIC EXCELLENCE IN TEACHING AND LEARNING

Nursing student testing performance has been outstanding.

First Time Test Takers	LPN to BSN Pass	Rate: 10/11	90.91%
One LPN to BSN student who still has not tested (or at least not reflected on this quarterly reports).			
First Time Test Takers	ADN Pass Rate:	43/48	89.58%
Three students have passed on the 2 nd attempt.			
First Time Test Takers	LPN (ADN students)	Pass Rate: 48/50	96%

Updated SAOD <https://www.wvc.edu/academics/alliedhealth/nursing/SAOD.html>

CLOSE EQUITY GAPS

New Full-time tenure-track faculty member Andrew Behler allowed us to enroll more students for diploma completion fall quarter. (Total of 41 on Wenatchee campus in fall; 43 in winter.)

To promote digital literacy, Transitional Studies department purchased five Chromebooks to be used in the Omak classroom for the High School Plus students who lack connectivity and devices at home.

Local Veterans group 40 & 8 awarded seven 2nd year nursing students a \$750 scholarship; Heather Allais, Robert Bamberger, Natalie Ledvina, Molly Gebhart, Kelly Erick, Piper Younie and Amber Wilson

POSITION THE COLLEGE AS A COMMUNITY-FOCUSED REGIONAL ANCHOR

New instructor Calleigh LaFountaine, a CCT tribal member, has been hired to re-start the program at Nespelem.

Nursing Students participated in the Native American Classic on the Wenatchee campus 12/7/24 Working with Marcine Miller and BSN lead faculty to update a recruitment campaign for BSN Pathway programs with High Demand Special Allocation Funds.

26 first year (now 2nd quarter students) nursing students have applied to work in local facilities as [Nursing Technicians](#). The position requires that they are in good standing in the WVC Nursing program and allows them to utilize skills at work that have been competency verified in the program.

18 new LPN to BSN student started January 2nd in Omak

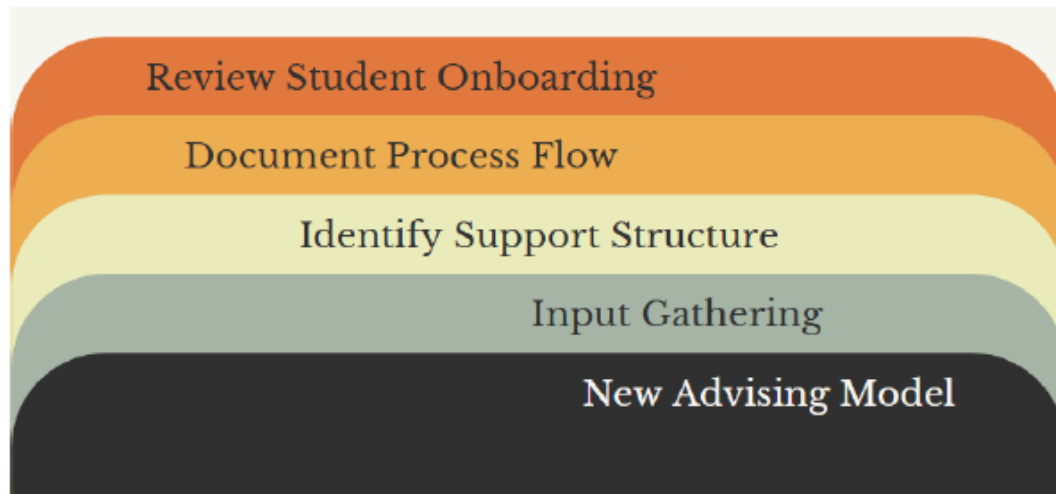
Student Affairs

Dr. Diana Garza, Vice President

Student Success

Wenatchee Valley College is reviewing the best practices for student success. Our Guided Pathways Model and student advising are being optimized to focus on retention and graduation of students.

Review Process is underway



Title V

Grant Programs provide funding and allow us to try initiatives and determine best practices. Our Title V grant is focused on increasing retention. The Puente Orientation initiated in Fall 2024 was a pilot program that has led to the Puente Navigation. This is part of the review process for student onboarding and work towards updating advising services.

Puente Navigation

Fall Update

Overview

Puente Navigation is an institutional support system for all first-year students *not already affiliated with an existing support program*. The program is designed to dismantle the hidden curriculum of college and provide essential support during the most vulnerable time of a college student's journey - their first quarters. A Puente Navigator is assigned to students, providing them with a no wrong-door connection point for existing processes and services at WVC. It is an intentionally relational and culturally enhancing system aimed at increasing retention.



Puente Navigation is bridging the gap and connecting first year student with what they need to succeed.

Goal

The goal of Puente Navigation is quarter-to-quarter retention, in support of a fall-to-fall retention rate increase of at least 3% by 2028 (as indicated in the DHSI grant from the Department of Education). In service of this goal, Puente Navigation deploys the following strategies.

Continuous Connection

Weekly structured check-ins through Canvas and 15+ contacts through email, phone, and text in a quarter.

Proactive Support

Proactive education and support on important dates and events that impact college retention and success.

Workshops

Group programming focused on academic and non-academic supports and resources.

Bridging

Facilitated and supportive connection to faculty advisors and other campus resources.

Puente Navigation Cohort - Fall Start

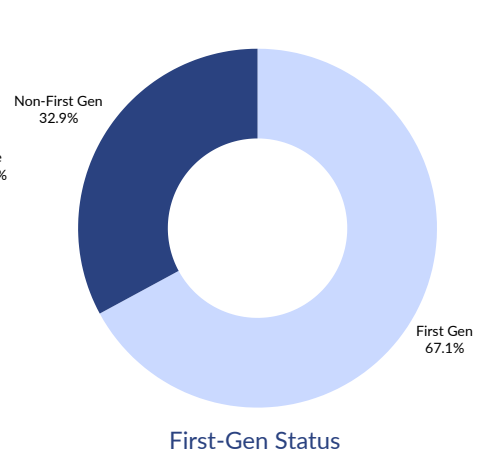
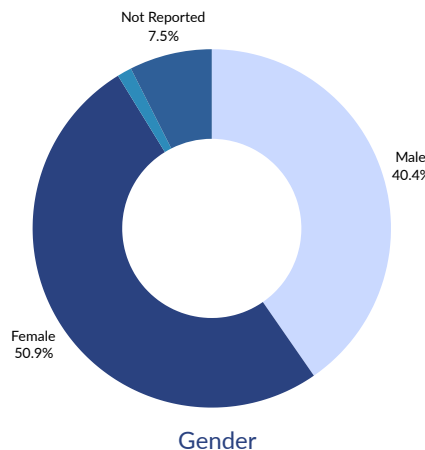
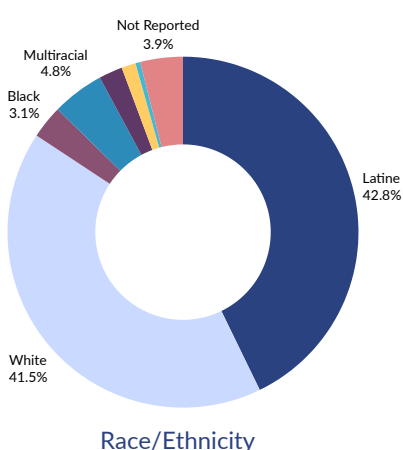


There were 399 officially enrolled new students in Fall 2024, as identified by Ed Planning. 239 of those students were eligible for Puente, meaning they were not affiliated with an existing program that provides them with a specific Navigator or Coordinator. See Table A. 228 of the eligible students accepted the invitation.

Table A. Student Support Programs

Program	N
Early Childhood Education	10
MESA	3
Prof Tech	70
Grants Center	8
TRIO	13
Veteran Services	9
CAMP	47
Total	160

Student Demographics

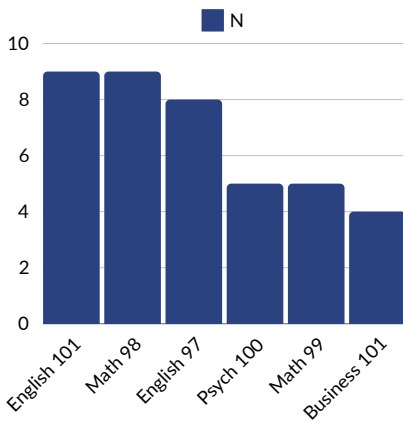


Fall Student Outcomes and Responsive Actions

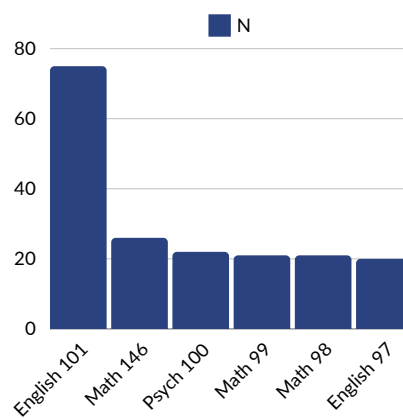
DFWs are a leading indicator of decreased retention, decreased completion, and extended time to degree. Puente students who received a DFW and who were placed on academic warning receive additional support. Puente Navigation employs an asset-based approach. We aim to contextualize and normalize failure and support the student in reframing and centering on their strengths. Identifying courses that students failed the most allows us to provide tailored just-in-time support to students.

Academics

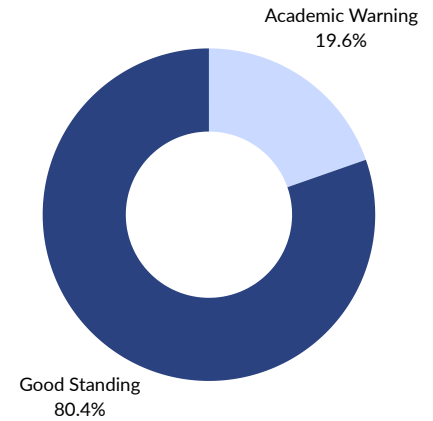
Highest DFWs



Total Enrollments



Academic Warning - Puente



1/3 of Puente students (76) received a DFW after official enrollment. The top 6 courses with the highest DFWs are listed above, along with the 6 courses with the highest enrollment among Puente students. Roughly 20% of Puente students (44) were placed on academic warning, due to earning a GPA below 2.0.

More Math and English content will be incorporated into the Winter Canvas modules, such as videos promoting the Write Lab and the STEM Center, as well as content on how to navigate a failing grade. Students who were placed on academic probation received a message from their Puente Navigator, with their academic advisor included, normalizing academic setbacks and inviting them to a 1-1 meeting to discuss challenges and create a personalized success plan for Winter.

Retention

Fall Withdrawals



4 Puente students withdrew completely after being officially enrolled. 2 of the 4 students owe outstanding tuition. 1 student is returning in the Winter.

198 of our total 228 students are enrolled in Winter. Puente Navigators provided support for enrollment in person, over zoom, and by phone and email.

Fall to Winter Retention

87%

Looking Ahead: Puente Navigation Cohort - Winter Start

109 Enrolled

72 Eligible

Invitations Sent 1/2

Servingness Beyond the Grant Broader HSI Initiatives

Closing equity gaps and becoming a premier student-centered college

Supporting Undocumented Students

We must support all students, regardless of immigration status. This quarter, the Dreamer Taskforce will relaunch and UndocuAlly trainings will begin for faculty and staff. *Dreamers Welcome* stickers will be distributed, making allies visible on campus. Webpages with information and resources for undocumented audiences have been updated and will continue to be kept up to date. WVC is part of a WSAC working group focused on undocumented student needs. Other forthcoming initiatives include a Dreamer Mentor program, a Dreamer resource rincónico and on-site Know Your Rights presentations for students.

Supporting Latine Staff and Faculty

In an effort to encourage employee growth, wellness, and vitality, I hope to launch a Latine Staff and Faculty association. This space would be a community and a support network for WVC Latine employees. Activities would center community building, cultural appreciation, and professional development.

Uplifting Our HSI Identity

We must continue to develop our identity as an HSI and make meaningful advances towards *Servingness*. With the support of PIO, we will launch a new and robust HSI initiatives website this quarter. In Spring 2025, we will publish new Spanish-language marketing assets that center our Latine community and our HSI identity. We will also launch a new HSI seal to be used in our communication efforts. Lastly, in Summer 2025, we will develop a comprehensive communications plan to grow campus and community awareness and support for our HSI identity and our efforts towards *Servingness*.

Connecting for Servingness

We can learn a lot from other HSIs in our region. I hope to convene Title V/HSI Directors in our region to share strategic priorities and best practices that support the success of our Latine students. WSAC has expressed an interest in providing coordination support. I am also contributing to efforts to launch a COLEGAS chapter in Washington state. The next symposium will take place Spring 2025.

ADMINISTRATIVE SERVICES

Brett Riley, Vice President

Administrative Services

- Administrative Services has been meeting with the Department of Enterprise Services (DES) and State Board of Community and Technical Colleges (SBCTC) concerning the status of the CTEI project and evaluating options to determine the best path forward. A plan will be discussed at the January board meeting.
- Since our last meeting, Administrative Services participated in the regular December Business Affairs Commission (BAC) meeting. As part of the meeting, business officers were informed on the latest status of the State of Washington budget development process for the 2025-27 biennium.
 - As Chair of BAC Operations Committee, Administrative Services has been charged with leading a task force exploring centralized accounting services for the SBCTC System.
- Administrative Services remains in active negotiations with the owner of Omak real estate the college has been pursuing.

Budget & Internal Auditing

- While we are still operating under a continuing resolution, the college is still actively planning for the remainder of FY2025 as well as scenario planning for 2026. While we are still awaiting a final decision on the FY2024 and FY25 allocation return, we are in a position to effectively plan around those outcomes.

Fiscal Services

- Fiscal Services staff are actively working with CLA and Davis Farr to complete the 2021 audit. Fiscal Services is also engaged with CLA to complete our unaudited 2022 financial statements. Currently, we have not determined our auditor for the 2022 statements. This will be determined based on scheduling availability.
- As stated prior, the SAO has reached out to initiate an accountability audit. We expect that engagement to start prior to the next board meeting.

Facilities and Capital

- Omak Health Sciences Center- A purchase sales agreement has been delivered to the homeowner. Administrative Services will be contacting the homeowner prior to the next board meeting to determine a path forward.

- CTEI – As discussed with the board at the last meeting, we will be discussing a path forward at the next board meeting. Facilities and Administrative Services representatives have been in active discussions with the SBCTC and DES to determine the best option going forward.

Minor Works

- Facilities staff continue to make progress on a number of local and minor works projects listed below:
 - Facilities staff have been working on a move for WVC Foundation staff to Knights Hall from Wenatchi Hall. Additionally, the team has been working on a move for our Veterans Center from Brown Library to Van Tassell Hall.
 - Classroom modernization project continues to move forward with the recent improvement in Omak that updated a science lab and increased capacity.
 - The ballfield project also is moving forward with the next phase subject to weather.

Safety and Security

- We are currently hiring for this position. Maria Agnew submitted her retirement paperwork this fall and retired at the end of 2024. We look forward to announcing her replacement at a future board meeting.

Information Technology

- IT staff, Jason Hetterle, has been instrumental in developing the Process Alignment Workgroup (PAW) in partnership with SBCTC. The PAW group is one of the primary avenues for process improvement for ctclink. The first project the PAW's group is addressing is the travel process within ctclink. Below is a screen shot of the progress the group has made on behalf of the system.

[Process Alignment Dashboard - T&E - Smartsheet.com](#)

- Additionally, IT staff have been working diligently on a successful Windows 11 migration that is coming to an end with the start of Winter quarter.
- Finally, IT staff have been working on a vendor transition in our cybersecurity software that will provide product consolidation, increased security, and lower cost over the life of the contract (estimated \$85,000 over 5 years).

Process Alignment Dashboard

Lia Homeister
Travel & Expense Process
Alignment Lead

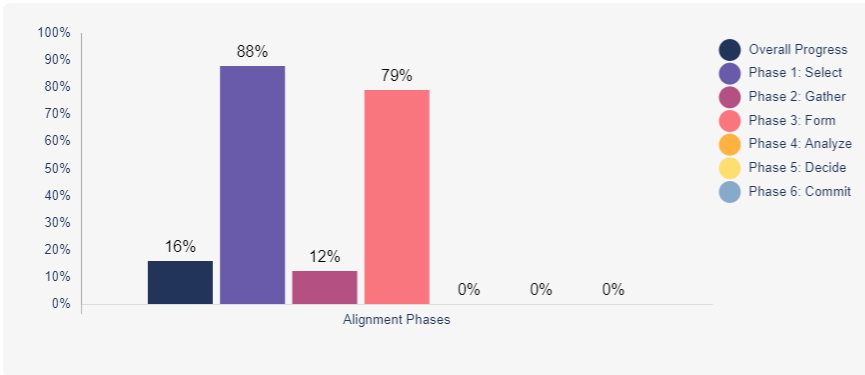
At Risk

- Task Force Members**
- **Bellingham Technical College** - Becky Cox
 - **Everett Community College** - Arega Tesfaye
 - **Green River College** - Jennifer Ward
 - **Olympic College** - Christopher Pitman
 - **Renton Technical College** - Jessica Briggs
 - **SBCTC/Finance** - Teri Sexton
 - **Seattle Colleges** - Heather Emlund
 - **Skagit Valley College** - Miranda Brown
 - **Yakima Valley College** - Angela Garza

Overview

Travel and Expense 09/04/24 Start Date 10/31/25 End Date Status: On Schedule

Project Progress



- Task Force Liaisons**
- **PAW Lead** - Jason Hetterle
 - **Travel and Expense PA Lead** - Lia Homeister
 - **ctcLink College Collaboration Group Leadership**
 - Pat Daniels
 - Beth Farley

- SBCTC Department Support**
- SBCTC Application Services
 - SBCTC ctcLink Support
 - SBCTC Data Services
 - SBCTC Project Management Office
 - SBCTC Technology Innovation

- Key Contacts**
- **Process Alignment Workgroup Lead**
 - Jason Hetterle - jhetterle@wvc.edu
 - **cCCG Co-Chairs**
 - Pat Daniels - pdaniels@highline.edu
 - Beth Farley - beth.farley@edmonds.edu

Status of Key Tasks

Task Name	Task Description	Status	Percent Complete
1: Select Process			88%
Process Selection	The process of selecting ctcLink functional areas to review for a potential Process Alignment.	Complete	100%
Deliver Teams Template	Copy and deploy PA Team channel.	In Progress	95%
Build PA reference center page	Build a new PA page on the linked to Reference Center Guide for Process Alignment.	In Progress	65%
Select PA Lead	Nominate and select a person to lead the college taskforce	Complete	100%
Identify PA Liaisons	Name key resources to support the PA task force.	Complete	100%
Set Tentative PA Launch Date	Pick a kickoff date for task force orientation.	Complete	100%
Build Initial Scope of Work	Define the basic scope statement, including start and stop points.	In Progress	70%
2: Gather Data			12%
Utilization data	Utilization data for travel and expense	In Progress	70%
Customizations data	Customization data for travel and expense	Not Started	0%
SMEs data	SME data for travel and expense	Not Started	0%
Reports and query data	Report and query data for travel and expense	Not Started	0%
	Configuration data for travel and		

- Definitions**
- **PA** - Process Alignment
 - **PAW** - Process Alignment Workgroup
 - **cCCG** - ctcLink College Collaboration Group
 - **cCCG Plus** - cCCG, POC, and SMEs
 - **Teams** - Microsoft Teams collaboration platform
 - **CEMLI** - Peoplesoft speak for Configuration, Extension, Modification, Localization, and Integration
 - **SMEs** - Subject Matter Experts and Frequent Users.
 - **POC** - (Point of Contact) - The official college liaison ctcLink

- Process Alignment Resources**
- PA Reference Center Guide - Soon
 - Travel and Expense Process Alignment - Soon
 - PA Executive Communication
 - [PA One-Pager](#)
 - [PA Executive Survey Summary](#)
 - [PA Executive Survey Analysis](#)
 - [cCCG Governance](#)
 - [ctcLink College Leaders](#)
 - [ctcLink Guiding Principles](#)

SERVICE CONTRACT REVIEW

Contractor Name (Search for Vendor)	Purpose of the Contract Description (Optional)
Alien Vault	Cyber Security
AmeriCorps	AmeriCorps site
Andrade, Rebecca	Area Health Education Center all survey and community training grant deliverable requirements completed for year 1.
Andrews, Emerald	Deconstructing Imposter Syndrome Workshop for MESA
Atlantic, The	Electronic Bulk Subscription
Bedard, Jennifer Leigh	ASL Interpreting Services Omak Graduation
Best Western Plus	Corporate rate agreement for Allied Health students in Omak.
Bridgeport School District	College in the High School
Brown, Daniel	Art sculpture in Omak in memory of David Lindeblad.
CAFE Language Connections	Spanish interpreter for WVC Graduation 2023.
CAMPUSPEAK	Omak Hispanic Heritage Month Speaker
Cashmere School District	College in the High School
Cashmere Valley Bank	Spanish for banking Continuing Education Training.
Castro, Betssy	Area Health Education Center all survey and community training grant deliverable requirements completed for year 1.
Caswell, Kurt	Earth Day and Poetry Month walk and talk.
Cavazos, Pedro	Arbor Day and First Friday poetry reading.
Centura Health	Clinical Site Agreement. RADT.
Cepeda-Leslie, Chyanne	Area Health Education Center all survey and community training grant deliverable requirements completed for year 1.
Chelan Douglas Coalition for Health Improvement	Clinical Site Agreement..
Chelan Douglas Health District	ArcGIS Training for CDHD Employees.
Cibicki, Phil	National Alliance on Mental Illness presentation.
City of Wenatchee	Interlocal Agreement. Stormwater Retention WVC Lower Wells Parking Lot.
City of Wenatchee	Stormwater Operations and Maintenance Agreement. Ninth Street Stormwater Basin Retrofit Project.
City of Wenatchee	Dept. of Public Works Stormwater Easement.
City of Wenatchee	Joint Permit Obligations.
City of Wenatchee	Clinical Site Agreement - MLT
Clearwater Valley Hospital and Clinics, Inc.	Statement of Work. Outsourcing special services. Assistance with audit.
CliftonLarsonAllen LLP	Statement of Work. Compilation & Preparation. Year end financials.
CliftonLarsonAllen LLP	Q & A with English 111 and provide a reading and a writing prompt.
Marie Fuhrman	Preventive maintenance for student rec center equipment 2 x/year.
Columbia Fitness	College in the High School
Colville Confederated Tribes of Education and Employment	SEIU Training Partnership Home Care Aide classes
Community Colleges of Spokane	

Companion Data Services, LLC	DocFinity Cloud. Enterprise Content Management Software.
CoolSpeak	CAMP Speaker Juan Cangas
David Evans & Associates, Inc.	Topographic Mapping Survey - Omak Health Science Center. Amendment 1. Agreement No. 2021-208 C (6).
Delgado, Dayana	Translator Omak Graduation
Digital Media Northwest LLC	Live streaming Native Hip Hop program through WWC Facebook page.
Dingle, Sasha	Workshop with Allied Health and Nursing students on the topic of self care practice.
dormakaba	Third party key cutter. MasterKey Codes and MaserKey Services.
Eastmont School District	College in the High School
Edick, Sue	Exhibition in the MAC Gallery.
Edmonds Community College	MOA for collaborative class enrollment
Edmonds Community College	MOA for collaborative class enrollment
Edmonds Community College	MOA for collaborative class enrollment
Educational Service District 171	Teacher preparation programs and single/multiple district partnerships to strengthen the ECE Program.
EidaRebekah Lamberson	Area Health Education Center all survey and community training grant deliverable requirements completed for year 1.
Fernandez, Carla	Area Health Education Center all survey and community training grant deliverable requirements completed for year 1.
Forks Community Hospital	Clinical Site Agreement - MLT
From Scratch by Us	WWC Food Services Extension
Gardner, Shawna	ASL Interpreting Services for ASL consortium meeting.
Gardner, Shawna	ASL Interpreting Services for ASL consortium meeting.
Garrett, Joyce Lynn	Dept. of Ag Hispanic Service Institution Grant.
Getinge	Maintenance Agreement for: Generator/Boiler, and Sterilizer in Lab
Gibbins, Justin	Arbor Day and First Friday art discussion.
Gonzalez, Nataly	Dia De Los Muertos Performer
Good Shepard Health Care System	Clinical Site Agreement - MLT
Grady, Paris	Area Health Education Center all survey and community training grant deliverable requirements completed for year 1.
Graham, Diedrick	Create mandatory Canvas training for DEI.
Grand Coulee Dam School District	College in the High School
Hess, Summer	Strategic Planning - community engagement portion.
Hometown Ticketing, LLC	Ticketing platform for ticketed events through website and mobile application.
Hultz/BHU Engineers, Inc.	Wenatchi Hall Booster Pump & Controls. Agreement No. 2024-146 A (1). Amendment 1.
Hultz/BHU Engineers, Inc.	Brown Library Electrical Study Amendment 2. Agreement No. 2024-088 A (1).
Hultz/BHU Engineers, Inc.	Brown Library Electrical Study Amendment 1. Agreement No. 2024-088 A (1).
Hultz/BHU Engineers, Inc.	Wenatchi Hall Booster Pump & Controls - Investigation. Agreement No. 2024-146 A (1).

Hultz/BHU Engineers, Inc.	Replace failing boilers in Batjer. Amendment 1. Agreement No. 2023-121 A (1).
Hultz/BHU Engineers, Inc.	Multiple HVAC projects. Architectural/Engineering Services Agreement No. 2024-140 A (1).
Hultz/BHA Engineers, Inc.	Multiple HVAC projects. Architectural/Engineering Amendment 1.
Hultz/BHA Engineers, Inc.	Wenatchi Hall Booster Pump & Controls - Investigation. Agreement No. 2024-146 AB (2).
Im Hee Kyung	MAC Gallery Exhibition - Taemong: Mother's Dream.
ITHAKA	JSTOR and Artstor Digital Library.
Im Hee, Kyung	Exhibition in the MAC Gallery.
JMG Entertainment	Provide music, speakers, lights and wireless microphones for the ASWVC Senate Fright Night Event.
Johnson Controls Fire Protection LP	Fire control panels. SRC. CPQ - 377007.
Johnson Controls Fire Protection LP	Fire control panels. WTI. CPQ - 377039.
Johnson Controls Fire Protection LP	Fire control panels. SRC. CPQ - 377028.
Kadlec Regional Medical Center	Clinical Site Agreement.
Kelley Create	Xerox Equipment
King's Orchard Church of Christ	Facility Use Agreement - continued education use of kitchen.
Labster	Online lab simulation Software
Lamar	Billboard Advertising - Okanogan, HWY 97 W @ Hamiltion Equipment
La Shier, Sean	Provide technology and facilites support to the WVC Music Dept.
La Tray, Chris	Q & A with English 111 and provide a reading and a writing prompt.
Leica Geosystems	Engineering Software
Lewis, Thomas	Omak Graduation Speaker
Lima, Elvia	May Fest performer.
Lopez, Elisa	Guest Speaker for Sustainability course.
Loveland, Jenny	Area Health Education Center all survey and community training grant deliverable requirements completed for year 1.
Machado, Jose	Mariachi Performer Graduation Ceremony.
Mansfield	College in the High School
Mariachi Noroeste	Perform at WVC Omak.
Mei, Nina	Area Health Education Center all survey and community training grant deliverable requirements completed for year 1.
Mendez, Llesenia	Area Health Education Center all survey and community training grant deliverable requirements completed for year 1.
Mercy Medical Center, Inc.	Clinical Site - MLT
MGA Homecare	Clinical Site - LPN to BSN
Middle Park Health, Granby Campus	Clinical Site - RADT
Misawa Sister City Committee	Misawa Sister City English Cultural Program
Modern Campus	Text Messaging Platform. Order Form No.3.

Motimatic	Motimatic Marketing Platform. Activated GuidePosts as banners and social media ads through various online networks.
Murphy, Carrie	Area Health Education Center all survey and community training grant deliverable requirements completed for year 1.
NCW Tech Alliance	Technology expansion and infrastructure.
North Central ESD 171	Good Jobs Challenge Grant
North Central ESD 171	Participation in the Limitless Learning Network, Data Sharing, and Regional Collaboration.
North Central ESD 171	The purpose of this partnership is for teacher preparation programs and single/multiple district partnerships to strengthen the Program with an emphasis on grow your own teacher strategies to address district staffing needs.
NSLDS Student Aid Internet Gateway (SAIG)	Student Aid Internet Gateway for processing stored data from the SAIG Enrollment Forms and maintaining SAIG Enrollment Web site.
Okanogan County Fairgrounds	Table and chair rental contract for Omak graduation.
Parchment	Transcript Services. 3 year renewal. Amendment #3.
Park, Chaey	Area Health Education Center all survey and community training grant deliverable requirements completed for year 1.
Plan B LLC, DBA Neon Entertainment	Escape Rooms in Omak
Priest, Rena	Arbor Day and First Friday poetry reading.
Providence	Clinical Site - Nursing
Rabadan, Briceida	Area Health Education Center all survey and community training grant deliverable requirements completed for year 1.
Ramos-Thompson, Erica	Disability Awareness month presentation.
Randy's Towing	Authorization for impounding/towing services.
RGU Architecture & Planning	KHA Renovation Feasibility Study. Agreement No. 2024-576 S (1)
RGU Architecture & Planning	Center for Technical Education and Innovation - Design
Ruiz, Ricardo	Omak Mecha Speaker
Salem Clinic Main and Salem South Clinic	Clinical Site Agreement Rad Tech
Sanders, Margaret	ASL interpreter for Wenatchee graduation
Sandoval, Rosita	Area Health Education Center all survey and community training grant deliverable requirements completed for year 1.
SCJ Alliance	Stormwater Design.
SCJ Alliance	Stormwater Feasibility Study Services Agreement. Agreement No. 2024-148 S (1).
Siemens	Three onsite visits per year
Silver Adventures LLC	Laser Tag
SkinSpirit Medical Spa	Clinical Site Agreement. LPN to BSN.
South Sound Behavioral Hospital	Clinical Site Agreement. LPN to BSN.
Sprout Social	Social media analytics program.
Stafford, Robert	Citizen Drums performance at Omak Graduation.

St. Luke's Health System	Clinical Site - MLT
Sustainable NCW	Guest Speaker for Sustainability course.
The Chronicle of Higher Education	Upgraded Chronicle site license to include four full edition newsroom reports.
Thriving Together NCW	Career Connect Washington grant to establish a Bachelor of Science in Behavioral Health Degree in NCW.
Townsquare Media	KPQ Home Expo booth.
Town Toyota Center	Rental of TTC for WVC Graduation.
Trinity Inflatables	Inflatables for Spring Showcase.
Turner, Brian	Guest Speaker Brian Turner in English 113 class.
Turnitin	Plagiarism checking application subscription. Three years.
Turnitin	Plagiarism checking application subscription. Originality Add On.
Vaughan, Sarah	Area Health Education Center all survey and community training grant deliverable requirements completed for year 1.
Walgreens	Pharmacy technicians practical experience.
Washington State, Dept. of Ecology	Monitor ambient air conditions.
Washington State Dept. of Enterprise	Professional Assistance for acquisition of 119 Apple Avenue West, Omak, WA.
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Washington State Dept. of Health	The purpose of the contract is to fund outreach and promotional activities to increase
Washington State University	WVC providing telephone and computer network access to WVC/NWPB personnel in John Brown Library.
Washington State University	Leased property at 21 N Ash Street for office space for Upward Bound. Amendment 12.
Waste Loop	Guest Speaker for Sustainability course.
Watermark Insights, LLC	EvaluationKIT cloud software license
Wenatchee CAFÉ	Clinical Site Agreement. RN to BSN
Wenatchee Convention Center	Allied Health and Nursing Renting Convention Center.
Wenatchee FlyFishers	Instruction for CED 110 Fly Fishing Class.
Wenatchee School District	Contract for use of WHS for MA pinning ceremony.
Wetherholt & Associates, Inc.	Multiple Building Roof Repair. Amendment No. 2024-145 A (1).
Wrigley, Robert	English 135 presenter for Derek Sheffield.
Yakima Neighborhood Health Services	Clinical Site Agreement. LPN to BSN

HUMAN RESOURCES

Lisa Turner, Executive Director

Public Records Request

- Of the original 19 open requests, we only have 3 remaining. We continue to receive new requests, but the backlog is clearing up.
- This month we will begin the process of implementing a fee schedule for Public Records processing. This will require an update to our WAC and a policy change. More information will come as we follow the steps for implementing this change.

Title IX and DEIB Training

- Six of the eight sessions have been completed with positive outcomes.
- We recorded the last session so we will have an option for make-up for staff that were not able to attend.
- A survey has been sent to participants who have attended so far, and the general feedback is positive.
- The most common comment is to have more time for each topic and do more regular training.

Staff Training

- We have developed a training plan for the 2004 – 2005 academic year and beyond, a copy is attached.
- This training plan includes 4 specific areas of training:
 - New Hire Orientation – re-institute the previous program
 - Supervisor Training – bi-monthly sessions throughout the year
 - Campus Wide Training - quarterly sessions
 - On-line Training – new vendor for mandatory training

Exempt Salary Ranges

- We have been working with cohort districts and the SBCTC to develop competitive salary ranges for our exempt staff.
- At present we have inconsistency in application that has resulted in morale issues for our staff.
- The goal is to have a comprehensive and competitive schedule that supports growth and transparency for our staff.
- We plan to have a working draft during the winter quarter, and full implementation for July 1, 2025.

Training Plan for 2024 - 2025

New Hire Orientation – There are developed onboarding resources but not a consistent orientation program. For the 2025-2026 academic year, we will reinstitute new hire orientation. The training will begin in August 2025 and be held monthly throughout the year to address the multiple midyear hires. This will be an in-person training opportunity.

Supervisor Training – Beginning in January 2025 and occurring every other month we will hold up to 1-hour supervisor training sessions. The following topics are currently scheduled. WAC 357-34-065 requires training for supervisors and managers. These training topics are only required one time and may have been done in the past. However, we will begin anew with these trainings to ensure consistency. This will be an in-person training opportunity.

2025 – Training Month	Topic
January	Time Sheet Approval process
March	Performance Management
May	WVC Hiring Practices
July	Leadership Development
September	Managing Employee Leave under FMLA/WPFL
November	Sexual Harassment Prevention

Campus Wide Training – As we address culture and rebuild trust there are multiple topics we can cover. We will schedule quarterly, mandatory, in-person, training sessions for the full campus.

Fall Quarter 2024	Title IX and Diversity, Equity, Including & Belonging Training Sessions December 5, 2024 - 2 sessions December 9, 2024 – 2 Sessions on Omak Campus December 13, 2024 – 2 Sessions January 31, 2025 – 2 Sessions
Winter Quarter 2025	Civility in the Workplace & Email Etiquette Dates and sessions TBD
Spring Quarter 2025	Conflict Resolution Dates and sessions TBD

On-Line Training. We will continue to utilize our on-line training resources for the annually required training. Our current vendor, Get Inclusive, has been bought out by Vector Solutions. This transition will take place on January 1, 2025. This new vendor offers a broader variety of training topics, especially around DEIB. We will use this tool to ensure compliance with each training to ensure 100% completion of the required courses.

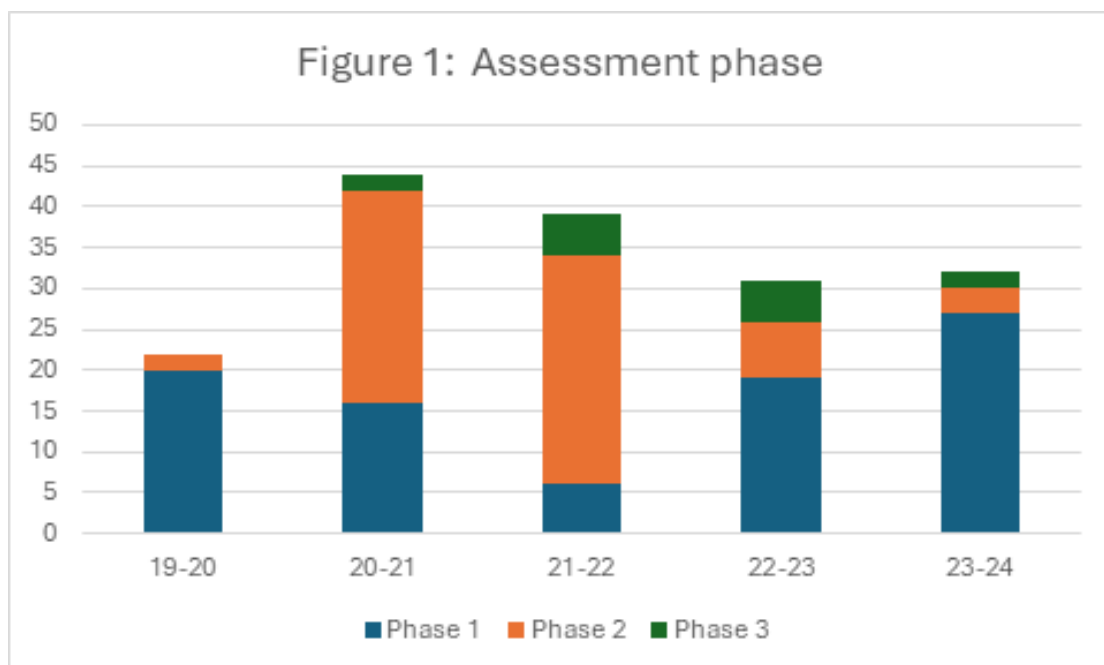
ASPIRE

Dr. Robin Angotti, Executive Director

1. **Server Performance and Data Accessibility:** The new server continues to perform exceptionally well, significantly reducing the time required for the ASPIRE group to deliver critical data to stakeholders. In January, multiple colleges across the state will convene to discuss ways to streamline automated processes that are consistent across institutions. This initiative will allow us to focus more on localized data needs unique to each college.

2. **Assessment Cycle:** The assessment and unit area planning process are ongoing. Area plans have been submitted and are currently under evaluation by the assessment coordinators. A key challenge identified in the analysis of the plans is the inconsistent use of data and lack of cyclical multi-year planning. For continuous growth, area plans should move through a three-phase process:
 - Phase 1: Identify an assessment question and begin to collect data
 - Phase 2: Analyze the collected data and determine an intervention to improve student learning or dig deeper and further evaluate the assessment question
 - Phase 3: Close the loop on assessment by evaluating a second round of data to assess the change from what was implemented in Phase 2 or when students are achieving benchmarks for success.

However, as noted in Figure 1, very few area plans are reaching that final state and closing the loop. Discussions are underway to explore whether a revised form and procedure could enhance the coherence of the process and create a more effective change cycle.



In addition to potentially revising the form, the ASPIRE team in conjunction with Title V is co-creating a professional development workshop to be held during Dean’s Day in April focused on *Using Disaggregate Data in Area Planning to Create a Cycle of Change*.

3. **PACE Climate Survey and Community College Survey of Student Engagement (CCSSE):** To assess climate, the college has historically utilized the PACE Climate Survey for faculty and staff and the CCSSE for students. After a brief pause, these will again be administered on a biennial basis with the PACE survey in Spring 2025 and the CCSSE the following year. This staggers the administration of the survey to be manageable and reduces survey fatigue for the campus community.

4. **Building a Data Culture**

In conjunction with multiple units on campus, the ASPIRE team has been brainstorming innovative uses of data to build a data culture with all stakeholder groups: students, staff, faculty and community. Some examples we have been working towards include:

- **Communication Ideas:** We are meeting with the Public Information Office (PIO) to determine several methods to enhance campus communication regarding data. One idea we are particularly excited about is having our student data interns produce posters of data they find interesting, which will be printed and displayed in Wenatchi Hall and Mish ee twie. For example, one student worker created a poster on food insecurity among students, which also provides details about the WVC food bank.
- **Sports Analytics:** Currently, community colleges in Washington do not utilize advanced data analytics to improve athletic performance and reduce injuries among athletes. In conjunction with Student Services, we are investigating cost-effective methods to enable the coaching staff to use data to enhance athletic performance and minimize player injuries. This potential initiative will also involve work-study students interested in learning more about data analysis and visualization.
- **Professional Development and/or CED Course focused on data:** The ASPIRE group is considering offering professional development opportunities and/or Continuing Education (CED) courses on the basics of data-informed decision-making. Some potential offerings for faculty and staff or CED courses include:
 1. Data for Innovative Classroom Assessment
 2. Using Video Data and Reflection to Improve Instruction
 3. Data Storytelling: It’s More than Numbers
 4. Developing Data Habits of Mind
 5. Introduction to Data Visualization Using Excel

Omak Campus

Cal Goolsby, Campus Dean

Events

The Washington State Indian Education Summer teaching Institute planning meetings are continuing apace. We will be visiting the En'owkin Center in Penticton, BC on January 29th, and have added them as a partner in our presentation of Okanogan culture presentations. A big thank you to WVC IT and Communications for their work on the website and the online Registration Form.

The welcome reception was lovely, even though the weather that evening was not. Thank you to Phylcia for braving the snow and ice to attend, and to the WVC Omak Foundation for their kindness.

The Omak Christmas gathering this year was a Soup Buffet and Get-Together. Everyone gathered to take a break from grading and have soup, games and fun conversation! Thanks to Tina Copenspire for organizing.

I was able to attend the WVC Chamber Leadership visit and present on the Washington Indian Education Summer Teaching Institute. I also was able to get to the WVC Holiday Party – thank you to President Harrison for our gifts!



Student Groups

Our Community Engagement Knights will be competing in the Conconully Outhouse Races on January 18th. They have been working diligently on their entry. Thanks to faculty advisors Tria Skirko and Shannon Rodman for all their hard work and encouragement for our students!

CEK Student President Jose performs critical throne testing

Facilities

Renovations to the Science Lab, Early Childhood Education area, and Dean's Office are all but complete; we are waiting on some ordered trim and a door. We have added an additional lab table and desk space to the lab, storage space in Early Childhood Education, and soundproofing in the Dean's Office. We are happy with the work and already enjoying our new spaces.

Partnerships

I met with Samantha Turner, College Admissions and Advisement Liaison for the Colville Tribes. We had a good talk about the needs of their students as well as the MOU with the Tribes. I will be working with WVC Administration to complete that ASAP.

Staffing

Omak has a new Custodian, Jordan Moore. Jordan started on December 11th and is doing a fine job.

We are in the process of hiring our Maintenance Tech position, to allow for overlap when Glen Lisenby retires. Rich Peters and I are working together and will have the job posting finished soon.

The nursing program at Omak has a new faculty member, WVC alumna Shelly Simpson.

WVC FOUNDATION

Rachel Evey, Executive Director

SOUTH Benevolent Day – Nov. 7, 2024

Local restaurant, SOUTH in Pybus Market, hosted the WVC Foundation for a Benevolent Day on November 7, 2024. The foundation interacted with community members, gave away free swag, and shared information about WVC programs. It was a successful partnership with nearly \$700 raised from a portion of food sales and donations.



Figure 1 - WVC employees, alumni, and friends enjoy the SOUTH Benevolent Night.

Wenatchee Valley Community Leadership Visit – Dec. 6, 2024

WVC hosted 20 community leaders on December 6, 2024, when the Chamber of Commerce's Community Leadership class made their annual visit. Organized by the WVC Foundation, the class learned about WVC's new strategic plan, got a campus tour, attended the Natvie American Classic basketball tournament opening ceremony, heard from a student panel, and shared ways their business would like to be involved with WVC students and programs.

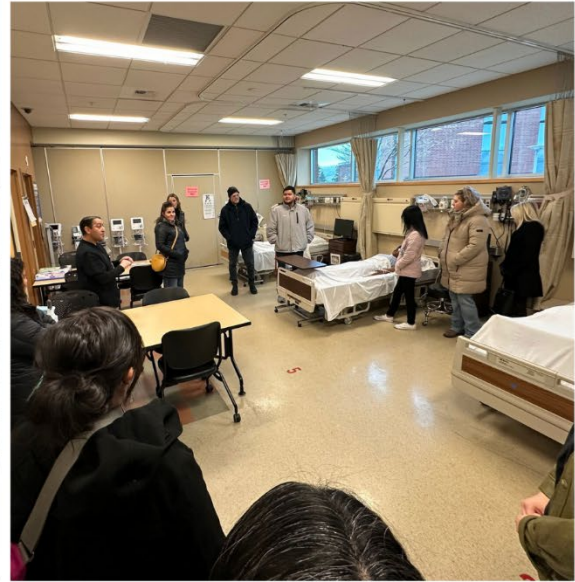


Figure 2 - The Chamber of Commerce's Community Leadership class visits Wenatchee Valley College.

Jingle & Mingle (WVC Employee Donor Holiday Party) – Dec. 6, 2024

The WVC Foundation hosted their first holiday party just for WVC employee donors. The foundation team wanted to do something extra special for the people who give their time, talent, *and* treasure to WVC students and programs. It was a cozy and calm event with music, hot chocolate, holiday sweaters, and cookie decorating.



Figure 3 - WVC employee donors pose with their decorated cookies during the Mingle & Jingle event.

Year-End Appeal

The WVC Foundation is still receiving donations and waiting on a final report for Give NCW. A more detailed report on our year-end fundraising appeal will be provided at the February trustee meeting.

Highlights - Donor Relations

- Executive director Rachel Evey and development director Lupe Brito presented to the Wenatchee Downtown Kiwanis on Tuesday, November 12, 2024. The club was especially interested in learning about the foundation's scholarship program and WVC Alumni Network.
- Executive director Rachel Evey attended the Lake Chelan Realtor's Council Fun Night & Auction on Thursday, November 21, 2024. The fundraiser benefits scholarships, including one fund with the WVC Foundation. Rachel was able to share a testimonial from this year's scholarship recipient.
- The WVC Foundation received a significant estate gift of \$3 million from Shirley McArthur. The gift is designated for scholarships. Shirley's husband John was a WVC trustee from 1972-77. The McArthurs contributed to the WVC Foundation during their lifetime, including capital campaign contributions for Nurses for Tomorrow (Wenatchi Hall) and the Music and Art Center (MAC).

- A fluoroscopy machine for the Radiologic Technology program was installed over winter break. The new machine, about \$440,000, was funded through a donation from Dr. Christopher Stahler. Dr. Stahler will be making a visit to the department to see the new machine and meet students at a future date.

STRATEGIC ENROLLMENT & STUDENT SUCCESS

Ellia Sablan-Zebedy, Dean

This summary report outlines updates from the following departments under Strategic Enrollment: Concurrent Enrollment, Outreach & Recruitment, Educational Planning, Admissions/Registration, Financial Aid and ACCESS (Disability Support Services).

1. Concurrent Enrollment

- Running Start: There are over 900 RS students enrolled as of January 02, 2025. The staff are preparing for Spring Advising which starts on January 21st through to February 14th. We host group sessions. Seniors with a cumulative GPA above a 3.5 are not required to do an advising session but are welcome to participate.
- CTE – We have been working on numerous CTE Memorandum of Agreements (MOAs) and Articulation Agreements with high schools. Furthermore, we are also updating the [CTE Dual Credit Lookup](#) tool on the website.
- CiHS (College in the High School) - We are working on completing course evaluations, special assignments, and final grades. These will be ready by the end of the month for students and high schools.
- Finally, new enrollment for Spring Quarter will begin the last week of January 2025.

2. Outreach & Recruitment

- Westside High School – We visited three times to 1) host an Admissions presentation, 2) host a FAFSA event where 17 students and parents participated, and 3) had an Application Day for students interested in enrolling in the fall quarter.
- Recruitment Travel
 - Eastmont Lunch with students, Selah Resource Fair, Waterville FAFSA night, Omak HS Lunch and Presentation, Wapato, Okanogan College & Career Expo, Quincy, Prosser College & Career Fair, Westside, Cashmere, Quincy, and Moses Lake Family Night events
- Pinnacle Prep Community events
 - 11/25- Early Childhood Educations presentation
 - 12/02- Transitional Studies ESL Class sign up
- Preparation for Campus Events
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- Community Event Comparisons YTD- on par
 - 23-24 Academic Year: 29 Community events
 - 24-25 Academic Year: 30 Community events

3. Educational Planning

- We have been sending reminder emails and texts to current fall students who had not enrolled in winter classes yet. 297 current fall students did not enroll in winter classes. There are several reasons, some of which may include students 1) applied for graduation, 2) joined the workforce, 3) had extenuating circumstances at home or with self, or 4) transferred out.
- There are 284 new students on the onboarding list (last winter we had 347 on the list).
- We hosted two in-person group advising and registration events. 25 new students participated and were enrolled. Each student met with Financial Aid and received their WVC student ID card.
- The total number of ALL new students enrolled in Winter Quarter 2025 is 488. This includes both CE (Continue Ed) and non-CE students.

4. Admissions/Registration

- Application processing for Winter Quarter 2025. The application count below only reflects applications that have been reviewed for fraudulent and matriculated.
 - First Year – 308
 - ReAdmit – 59
 - Running Start – 34
 - Transfer - 64
- Evaluations – Milestones in ctcLink have been created when credit evaluation apps have been received and completed. This has improved efficiency in processing and evaluating transfer credits.
- We are also done developing graduation app milestones. Like the credit evaluation milestones, this will also improve efficiency in processing graduation applications. Moreover, we will start conducting a graduation application audit for Fall 2024 in January rather than wait until the end of term. This will assist in awarding completers faster.
- We continue to work on the AAR (degree audit). We have academic years 2022-2023 partially completed before we start work on 2023-2024.

5. Financial Aid

- 2025/2026 WASFA is now available.
- For Winter Quarter 2025, there were additional 414 FAFSA received for the 2025/2026 school year. CtcLink Aid Year Rollover scheduled for February 2025.
- \$5,967,677 in Pell originated for the 2024/2025 school year. 26% above 2023/2024.
- **Veterans Services**

- Winter 25 certifications were completed for all continuing students and 2 new students.
- We are also working on a process to keep track of debts students incur to the VA for dropping/failing to attend classes.
- We continue to collaborate with counseling services on Advising Day prior to Feb 11th advising day for veteran students. The last one was an immense success.

6. ACCESS (Disability Support Services)

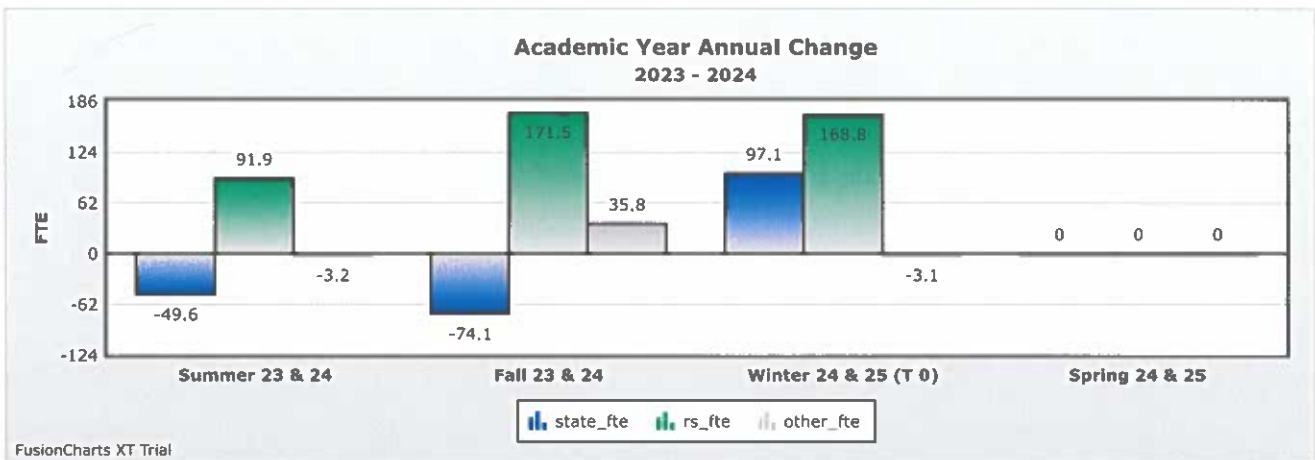
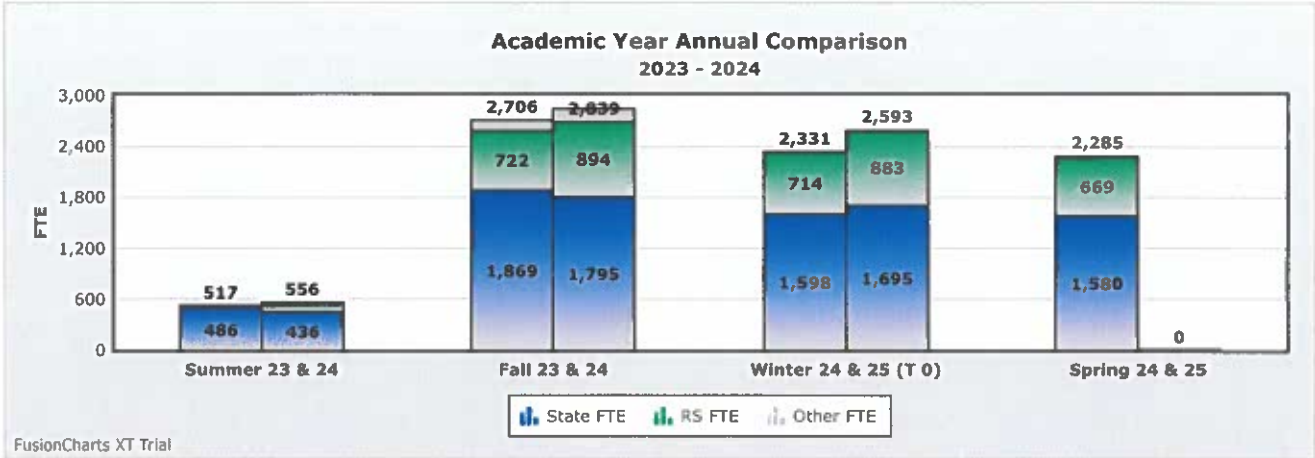
- Ended the fall quarter with 141 exams proctored in the SATC this fall (131 Wenatchee, 10 Omak [remote]) - total of 360.625 hours of testing.
- Nearly 2x last fall (2023): 74 tests in SATC (64 Wenatchee, 10 Omak). Over 5x as SATC's first fall (2022), which had 25 tests.
- We are working on a proactive approach to adapting SAS policies. The goals are to:1) provide more equitable policies in alignment with SAS Area Plan goals 1 & 2 and WVC strategic plan ,and (2) prepare for decision regarding OCR 10-23-6001 and enact timely response/action.
- Several ongoing revisions to the "Alternative Testing Agreement" for Faculty. The intent: make it easier for faculty to navigate and minimize the burden on SATC with tracking down faculty and follow-up (currently a considerable time investment).
- Drafted examples and guidelines for healthcare providers, to facilitate clear and quicker documentation obtainment for students. Currently, many letters

Policies and Procedures:

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- Drafted examples and guidelines for healthcare providers, to facilitate clear and quicker documentation obtainment for students. Currently, many letters lack appropriate information which contributes to delays and stalling out the request process.
- Student Access Portal – We are revamping the portal (through our contracted 3rd party database) to make it more user-friendly and intuitive for both students and faculty.
- Finally, we are finishing the development of the **Student Handbook for Student Access** (housed in CANVAS). Currently: finalizing content, embedding alt text, and preparing an alternative print-friendly, fully accessible version.

- Faculty Support:
 - Continuing revisions for potential “Fundamental Alteration” procedure to meet compliance.
 - Drafted all-faculty email for week 1 to provide support and tools.
 - Planning date for virtual Q&A session to assist with general Faculty questions surrounding accommodations, the Testing Agreement, and the SAS Instructor Portal.
- Follow-up with students who did not complete SAS onboarding in fall.
- Planning virtual Student Portal Walkthrough/workshop for SAS students during week 1 of winter (anonymous attendance options).

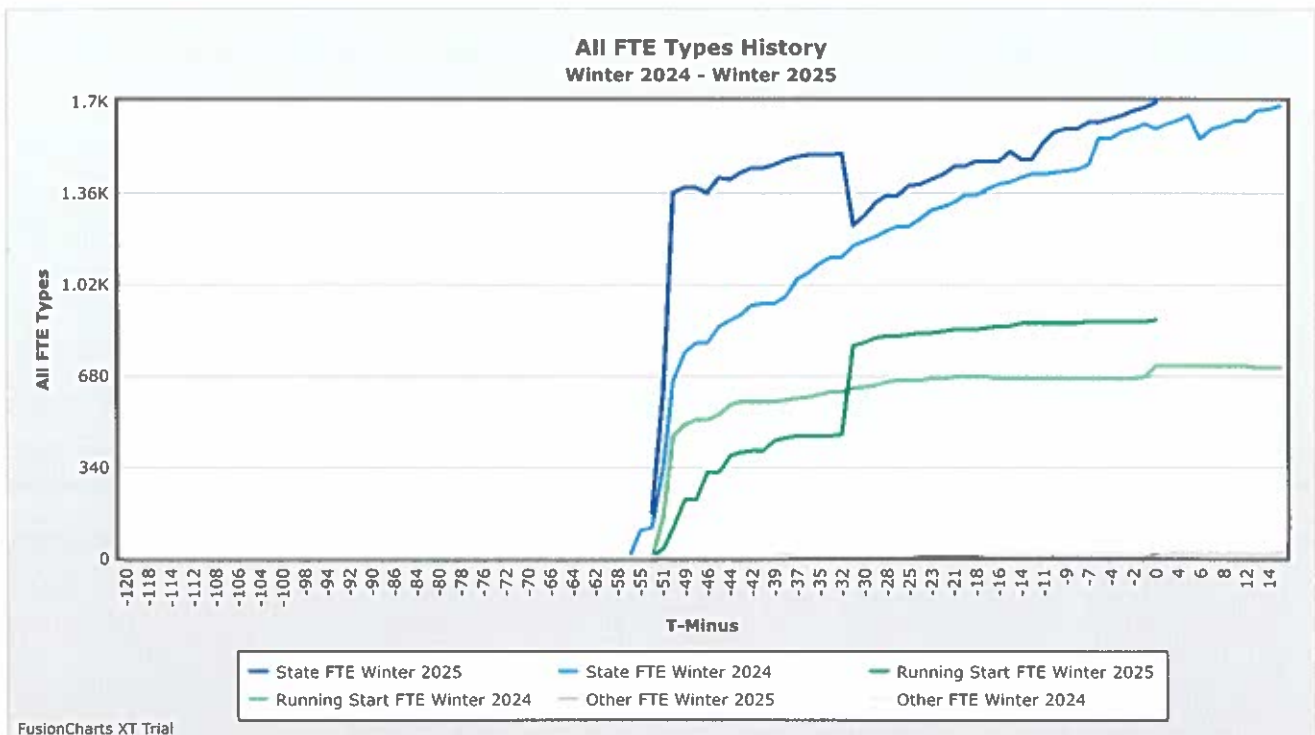
Academic Year
Academic Year 2024 - 25 ▾



Quarter
Winter 2025 ▾

Line Chart
All FTE Types ▾

[View FTE Details](#)



Strategic Enrollment Report for Board of Trustees January 2025

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- **Veterans Services**

- Winter 25 certifications were completed for all continuing students and 2 new students.
- We are also working on a process to keep track of debts students incur to the VA for dropping/failing to attend classes.
- We continue to collaborate with counseling services on Advising Day prior to Feb 11th advising day for veteran students. The last one was an immense success.

6. ACCESS (Disability Support Services)

- Ended the fall quarter with **141 exams proctored** in the SATC this fall (131 Wenatchee, 10 Omak [remote]) - total of 360.625 hours of testing.
- Nearly 2x last fall (2023): 74 tests in SATC (64 Wenatchee, 10 Omak). Over 5x as SATC's first fall (2022), which had 25 tests.

Policies and Procedures:

- We are working on a proactive approach to adapting SAS policies. The goals are to:1) provide more equitable policies in alignment with SAS Area Plan goals 1 & 2 and WVC strategic plan ,and (2) prepare for decision regarding OCR 10-23-6001 and enact timely response/action.
- Several ongoing revisions to the "Alternative Testing Agreement" for Faculty. *The intent:* make it easier for faculty to navigate and minimize the burden on SATC with tracking down faculty and follow-up (currently a considerable time investment).
- Drafted examples and guidelines for healthcare providers, to facilitate clear and quicker documentation obtainment for students. Currently, many letters

lack appropriate information which contributes to delays and stalling out of the request process.

- Student Access Portal – We are revamping the portal (through our contracted 3rd party database) to make it more user-friendly and intuitive for both students and faculty.
- Finally, we are finishing the development of the **Student Handbook for Student Access** (housed in CANVAS). Currently: finalizing content, embedding alt text, and preparing an alternative print-friendly, fully accessible version.
- Faculty Support:
 - Developed simple Faculty handouts and guides for implementing accommodations.
 - Continuing revisions for potential “Fundamental Alteration” procedure to meet compliance.
 - Drafted all-faculty email for week 1 to provide support and tools.
 - Planning date for virtual Q&A session to assist with general Faculty questions surrounding accommodations, the Testing Agreement, and the SAS Instructor Portal.
- Follow-up with students who did not complete SAS onboarding in fall.
- Planning virtual Student Portal Walkthrough/workshop for SAS students during week 1 of winter (anonymous attendance options).

Climate, Culture, Diversity & Belonging

Joe Eubanks, Executive Director

PUBLIC INFORMATION

Marcine Miller, Executive Director



Public Information Office Report

Telling the Wenatchee Valley College
story to communities across NCW

Educational Empowerment

WVC provides access to quality education for diverse student populations. Our academic offerings and student services equip our students with the tools they need to succeed and give back to our region.

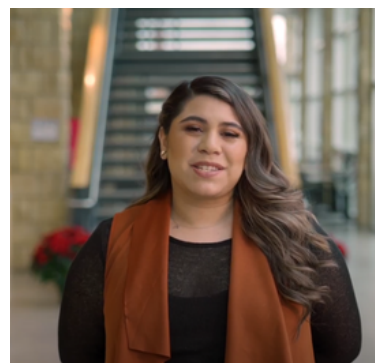
Intentional Engagement

Our students, faculty, and staff are looking for opportunities to engage. The Public Information Office is focused on improving community relations and our outreach strategies so we can become a true anchor institution.



Creative Highlights

20
24
—



Public Information Office Report

Marcine Miller, Executive Director

I'm delighted to report on the recent work our Public Information Office has been doing in service of our campuses in Omak and Wenatchee. Since I joined in November 2024, my work has been focused on understanding our current marketing and communications strategies, impact, and workflow, while also working to quickly build collaborative relationships with faculty and staff, keep key projects moving forward, and begin identifying areas for improvement and innovation.

My work has included the following highlights:

- Meeting with key stakeholders across WVC including faculty and staff in: Instruction, Student Affairs, WVC Foundation, and more;
- Assessing our marketing and communication strategies and meeting with key partners (Alpha Media, NextGrad, Comcast, North Cascades Broadcasting);
- Immediately prioritizing our winter registration marketing campaign – digital marketing, radio ads throughout NCW; launching Machining marketing campaign;
- Developing creative content: 2024 holiday video in English, Spanish, and Wenachi with former trustee Wendell George; 2024 holiday card designed by our student Mari Donaldson; forthcoming strategic planning community values video in English and Spanish;
- Building community connections with the Indian Education Summer Teaching Institute planning committee and developing a communications strategy in partnership with Lynn Palmanteer-Holder, Tammy James, Dean Cal Goolsby;
- Overseeing increased workload for the PIO team;
- Looking at our need to center student voices in our communication strategies;
- Creating a student story submission form for faculty and staff to highlight students and alumni that we can feature on social media and website.

Goals for the winter quarter:

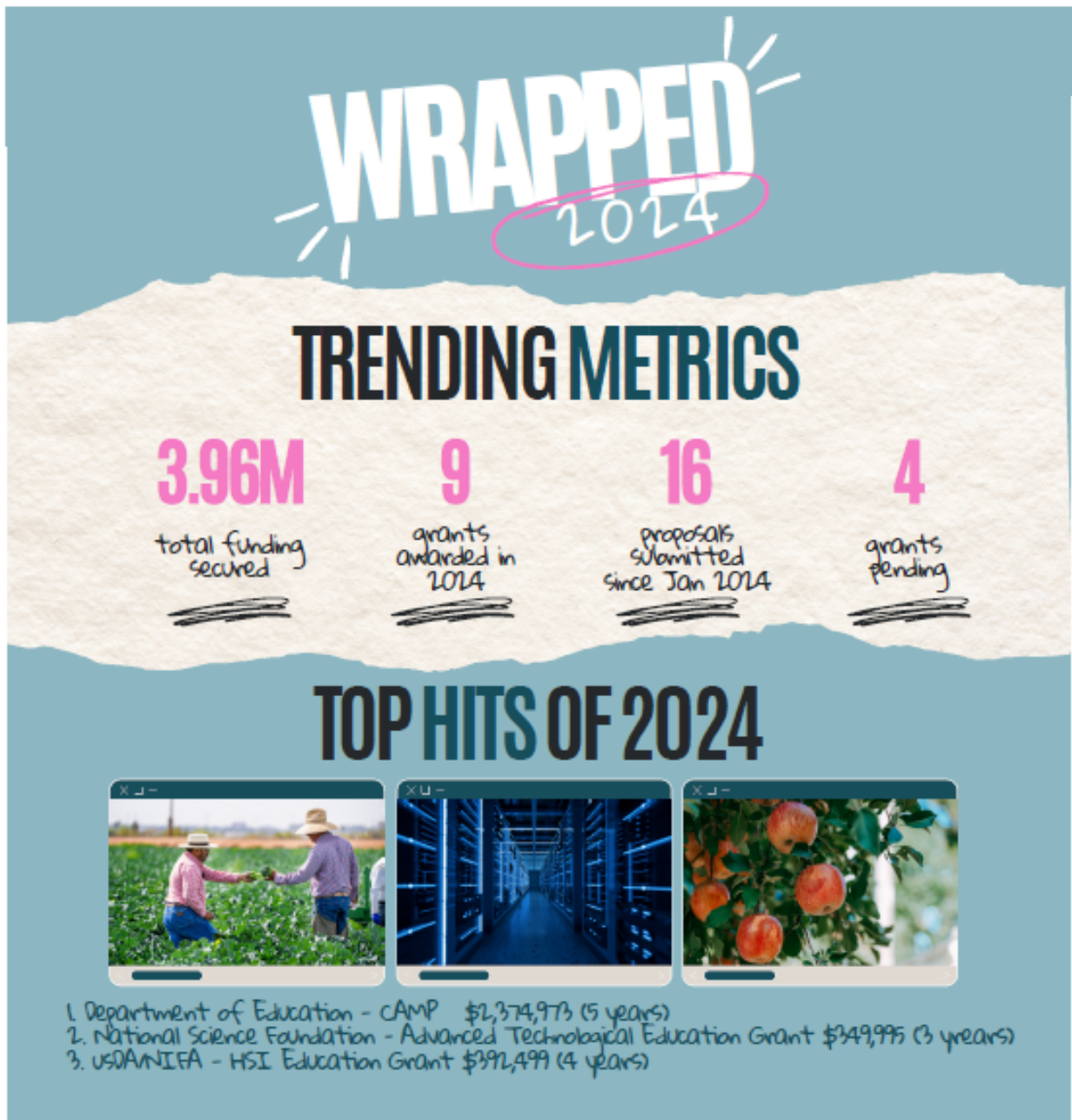
- Develop a work plan for our website redesign and rebranding process;
- Advance the rollout of our strategic plan with our internal and external communities;
- Work with the PIO team to continue developing a supportive and sustainable structure for how we collaborate with offices across the college;
- Make progress on our Spanish website translation project;
- Continue building community connections with: Wenatchee Chamber of Commerce, local media outlets in NCW, peers in PIO commission, communication and community relations leaders across NCW;
- Provide recommendations to President and Cabinet on communication strategies that increase transparency and foster a stronger sense of community across our campuses.

GRANT DEVELOPMENT

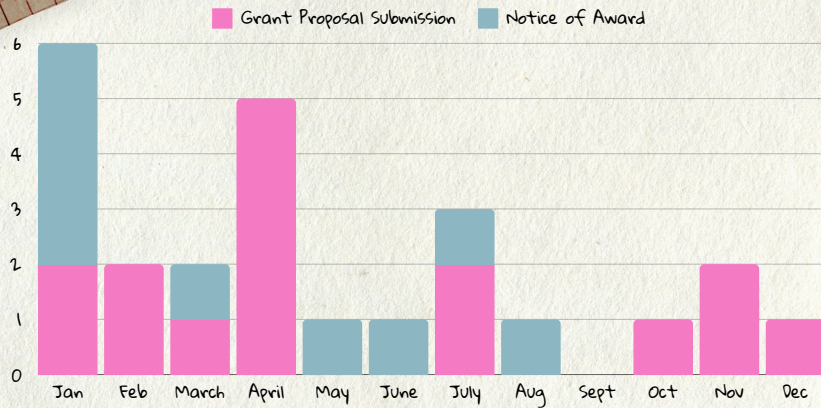
Jessica Perez Bravo, Director

It is with great excitement that I present my first official report from the Grants Office. To mark this occasion, I have created a summary of the year's grant activities in the style of the popular *Spotify Wrapped*. This approach provides a snapshot of our successes and highlights key achievements. Moving forward, report-outs will adopt a more formal structure, but I hope this initial report offers an engaging and informative overview.

Thank you for your continued support of our efforts to secure resources that advance WVC's mission and transform the lives of our students and community.



MONTHLY BREAKDOWN



BREAKOUT Stars



Levi Vega-Sanchez

Played a key role in developing 3 federal grant proposals, including securing the largest grant of the year.



Greg Jordan

Wrote WVC's first awarded NSF grant AND was then invited by NSF to become a reviewer.



Dr. Branwen Schaub

Wrote her first grant as PI, laying the foundation and paving the way for other faculty members to pursue grant opportunities.

"INDIRECT COSTS ARE INVESTMENTS IN INSTITUTIONAL CAPACITY."

Of the 9 grants awarded with direct involvement from the grants office, approximately \$150,000 of the awarded funds were indirect costs.

LOOKING AHEAD AT 2025



Grant Opportunities:

- Working with Jenny Freese to determine if WVC is a good fit for the **HRSA Scholarships for Disadvantaged Students** grant
- NSF SSTEM
- TRIO EOC Planning for submission in 2026
- Child Care Access Means Parents in School (CCAMPIS)
- Basic Needs for Postsecondary Students



Pending Submissions:

- High School Equivalency Program (HEP) Grant
- Student Support Services (SSS) Grant
- NSF Innovation in Two-Year College STEM Education (ITYC)
- CCW Program Builder Grant



Areas for Development:

- Upcoming administration changes will necessitate a revision of our grant writing approach, including the language employed, to ensure competitiveness.
- Policy updates and development

PRESIDENT UPDATE

Dr. Faimous Harrison, President

1. Legislative Updates for January 2025:

- Individual, small groups and campus meetings are starting to be scheduled with our elected officials.
- Wednesday, January 29, 2025 (8:00 a.m. – 4 p.m.): SBCTC, and the WACTC Presidents and Chancellors Business Meeting in Olympia will have a more legislative focus.
- Wednesday, January 29, 2025 (5:30-7:30 p.m.): A Statewide Support Higher Education Advocates Reception in Support of Ensuring Students Have Access to College and Career Pathways. All public four-year universities, private universities, Council of Presidents, Independent Colleges of Washington State, College Possible, AFT Washington, College Promise, Microsoft, and others were invited to represent their organizations. *Please let Maria Iniguez know if you would like to attend* (see attachment).
- January 30, 2025 (Specific times TBD): Sharon Wiest, President Harrison, and possibly others will attend the WEA Higher Education Advocacy Day in Olympia.
- January 30, 2025 (6-8 p.m.): The Eastside Presidents and Chancellors will be hosting a Legislative Reception to welcome our new representatives and to engage with the returning ones. *Please let Maria Iniguez know if you would like to attend.*

2. Chelan, Douglas, and Okanogan counties Strategic Plan Outreach and Engagement efforts from the President's Office are almost finalized.

3. Strategic Re-engagement and Active Listening Working Luncheons are starting to be scheduled with School Districts. The deans, appropriate members of the cabinet, and representatives from faculty and staff will attend these events.

- a. The initial meetings will be coordinated from the President's Office. We are currently finalizing a date with Wenatchee School District.

4. Strategic Community, Outreach, and Enrollment Management Committees are starting to be established.

5. A Pilot Cabinet Leadership and Organizational Development is being established. The objective is to build more intentional cross-divisional applied learning and leadership skill development for employees. If this pilot program is successful, the goal is to expand the mentorship and succession plan development concept and framework to other areas of the college and district.

6. Government Agency Requirements for the Keep Washington Working Act (KWW):

Background:

- The Equity Committee, DEOs, Presidents and Chancellors, and others have asked questions and requested guidance on what our legal requirements are and how

we prepare colleges for the Immigration Enforcement Activities that may occur on our campuses.

- The Keep Washington Working, Model Policy – Higher Education needs to be reviewed and processes that align with campus, state, and federal requirements guidelines, and processes needs to be updated, and the appropriate personnel trained.
- The Immigrant Rights and Non-Discrimination Policy is designed to support the principles of inclusivity and non-discrimination in educational institutions, especially in relation to immigrants and those without formal immigration or citizenship status. The policy was established in accordance with the Keep Washington Working Act, a state law that mandates limits on how state agencies and public institutions, like colleges and universities, collaborate with federal immigration enforcement.
- This policy emphasizes that immigration enforcement should be carried out only to the fullest extent allowed under federal and state law, effectively protecting students and individuals from undue immigration-related scrutiny within educational spaces. By doing so, it ensures that higher education remains accessible to all residents of Washington, regardless of their immigration or citizenship status.
- In practice, this means that colleges and universities focus should remain on offering the highest quality educational opportunities and fostering environments where every student, employee, and resident, irrespective of immigration status, can seek academic resources and support without fear of immigration-related consequences.

7. Current Statewide Budget update regarding the projected \$10-16 billion shortfall and the possible impact on higher education:

a. Statewide budget update

- Washington State Office of Financial Management Higher Education Budget.
- Reductions to Higher Education.
 - i. 2025-27: Overall Reduction (\$6,841,000 over the outlook period)
 - ii. 2025-27: SBCTC Reduction/Redistribution budget update should be in February.
 - iii. 2025-27: WVC Approximate Reduction/Redistribution will be 2% of the SBCTC individual colleges allocation total.
 - iv. 2024-25: WVC will have to return \$531,273 this academic year due to an OFM and Washington State error.
 - v. 2023-34: At this time, WVC and the other colleges are not expected to pay back the additional money they received as an OFM and Washington State error. For WVC, the approximate amount would have been \$370,879 (assuming this holds moving forward).
- Please visit the following link for additional information:
ofm.wa.gov/budget/state-budgets/gov-inslees-proposed-2025-27-budgets/highlights/education-summary

- b. Immediate and long-term impact on the college (The reality and our game plan for “a” above):
- We will be returning money to the state.
 - Budget reduction or flat for the next biennium.
 - Growth mindset paradigm shift to be a proactive first-choice college
 - i. Recognizing to the fullest scale the opportunities that are in front of us, while understanding that there are variables (most of them we as a college control) that will contribute to us gaining or losing market share over time; it is up to us.
 - ii. Seizing the opportunity and making the most out of the cards we are dealt instead of reactive (passive, victim or poor me, us, we)
- c. Strategy and Approach:
- We are not a financially strong college, but we are making strategic, intentional, and sometimes uncomfortable decisions to ensure that we move forward in the right direction. This immediate and mission-critical priority is demonstrated in our new Strategic Plan. Priority One: Build Stewardship, Efficacy, and Institutional Financial Health.
 - We have planned for this future reality with a proactive (not reactionary) lens for almost two years now:
 - a. We are deploying a more intentional business model to audit financials and assess efficiencies, rigor, quality, sustainability, and scalability:
 - i. Reduce wasteful spending, ensure we are using resources appropriately associated with why they were given to us (transparent, ethical, and responsible stewardship).
 - ii. Assessing outcomes associated with resources.
 - iii. Redistributing and investing resources to where they are most appropriately needed to advance the college.
 - iv. Assessing the expansion, halting, or sunseting of services or programs as appropriate.
 - b. **Success Story Example.** We invested in hiring our first full-time grant person in more than a decade in 2023 with the goal of building out a comprehensive grant department. A long-term aspirational goal would be to reach \$10 million a year. This goal is contingent to adding more personnel and securing more resources for this eventual self-support department over time. Listed below is a three-year snapshot of grants.

Academic Year Grant Totals:

- i. 2022-23 = \$3,794,258.00

- 1. Baseline before a designated grant person and department
- ii. 2023-24 = \$5,353,933.87
 - 1. \$1.5 million increase + jobs compared to 2022-23
- iii. 2024-25 Grant total = \$ 4,989,491.69
 - 1. \$1.2 million increase in six months compared to 2022-23

Fiscal Year	Grants Secured	Total Funds Secured
07/01/2022-06/30/2023	13	\$ 3,794,258.00
07/01/2023-06/30/2024	18	\$ 5,353,933.87
07/01/2024-06/30/2025	13	\$ 4,989,491.69

Notes:

Additional self-support jobs in addition to the college advancing our mission, impact, and purpose in advancing North Central Washington and beyond that are not contingent on state dollars are added as our grant portfolio expands.

The table above summarizes the number of grants secured and the corresponding funding amounts. These figures represent the total funding awarded over the life of each project, attributed to the fiscal year in which the project started. For example, our five-year CAMP grant awarded in FY24-25 for a total of \$2,363,110 is reflected entirely in FY24-25, even though the funds will be distributed over multiple years.

Disclaimer: Please note that Worker Retraining funds, Supporting Students Experiencing Homelessness funds, Opportunity Grant funds, and Student Need funds are not included in this table, as the Business Office considers them state allocations rather than grant funding.

- c. Preparing a Safe Harbor Financial Reserves Proposal for discussion and review to the BOT, district, and approval to ensure the long-term viability of our programs (See number three below)

8. SBCTC Budget Requests

- a. 2025-2027 Operating Budget Request (see attachment)
- b. 2025-2027 Capital Budget Request (see attachment)

9. Advancing Wenatchee Valley College Strategic Plan, Mission, Vision, and Priorities:

Phase One: Advancing our brand and image through authentic relationship building with stakeholders, strategic engagement, brand visibility, marketing, social media.

- For example, WVC will play a more active role in brand visibility. We will be a signature sponsor for the 2025 Annual Chamber Banquet on March 5, 2025, and are identifying other opportunities where we can rebuild our brand and image.

10. Developing a Safe Harbor Emergency Reserves for WVC that is independent and separate than any other Account.

- **Note One:** The information below has been a work in progress and was drafted before Washington State's Budget deficit and shortfalls were announced. The projects in the attached supporting document will be reviewed and shared with our campus community for review and input before presenting a Safe Harbor Emergency Reserve recommendation to the Board of Trustees for consideration. **Please see the 2024 Safe Harbor Formula Draft Attachment.**
- The most valuable and important aspect of WVC's ability to advance the mission as a comprehensive regionally focus college. Our mission, vision, values, and the ability to support student achievement and success, is contingent on the financial health of the college. Our greatest asset is our students and employees. The campus and community confidence in the financial health of our college is low. Some of the concerns are the following:
 - We have less than a month in reserves to maintain the continuity of our programs if something unforeseen and drastically happens that impacts our revenue and cash flow.
 - We do not have enough diverse financial resources, real estate, or investments to compensate for the lack of reserves.
 - We are overdependent on Running Start students which is also hurting our relationships with our School Districts in Chelan, Douglas, and Okanogan County.
 - We do not have a comprehensive and transparent business plan in place that warrants public confidence when the next financial crisis occurs.
 - Our current reserve account structure is commingled with everything. As we reposition the college away from being reactionary, we will continue to examine and eventually adopt the most appropriate best practice financial model in higher education for WVC.
 - The current SBCTC Safe Harbor program allocates only 2.4 million dollars for each campus if there was a major financial crisis. WVC annual payroll for all employees and contracted services is approximately 30 million. The SBCTC Safe Harbor allocation amount is not sufficient to ensure the continuity of WVC operations.
 - We need to work on efficiency, streamline processes, and have a budgeting model process that is potentially different than our current one. Furthermore, the Color of Money District Meeting last spring provided many insights that need to be unpacked.
- Recommendation for discussion
 - To develop a Safe Harbor Reserves budget model that would need the Board of Trustees approval

- Please see the first draft Safe Harbor Reserves One-pager for review and discussion.
- Aspirational goal #1: Build and maintain a 30% Annual Budget Safe Harbor Reserve by 2030.
- Aspirational goal #2: Long-term goal, get to a place where the college can have some degree of protection for employees when the state budget is not favorable.
- Aspirational goal #3: Develop a Safe Harbor Reserve while diversifying our resources to position the college that provides some nimbleness for the college to develop strategic and innovative initiatives and investments.



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FOR A RECEPTION IN SUPPORT OF
ENSURING STUDENTS HAVE ACCESS TO
COLLEGE AND CAREER PATHWAYS

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JANUARY 29, 2025
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OLYMPIA

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[HTTPS://FORMS.GLE/PTG1THZ9YGJA](https://forms.gle/PTG1THZ9YGJA)
[VPBT8](#)



2025-27 OPERATING BUDGET REQUEST

October 21, 2024

Washington's 34 community and technical colleges are asking the Legislature to keep our colleges whole and to invest in core operational support and employee compensation. These investments are vital for delivering high-quality instruction and services to our 290,000 students, as well as for supporting the local communities and employers that rely on their skills and contributions.



Maintain previously approved state allocation (\$28.6 million in fiscal year 2025, carried forward in 2025-27)

We respectfully request the Legislature preserve funding already approved for our colleges in the 2023-25 operating budget for fiscal year 2025 (\$28.6 million) and carry forward those investments for each year of the 2025-27 biennium (for a biennial total of \$57 million). A proposed rollback of funding due to a state budget error would effectively amount to a budget cut this academic year. Our colleges were advised of the error at the start of fall quarter and, by then, had already dedicated the funds in good faith to support programs and services, hire staff, enter vendor contracts, and pay for increasing operating costs — all in service to students. Rolling back approved funding for the college system would be a budget cut when colleges are already struggling to retain employees and manage rising costs.

Provide Fully Funded, Competitive Compensation (\$183 million)

Faculty and staff are at the heart of our students' success, but we are losing them to better paying jobs in private industry, K-12 schools, and other colleges and universities. Along with faculty, we are struggling to hire and retain administrative and classified staff who serve in crucial roles in financial aid, business operations, and advising. A salary increase of 6.5% for each year of the biennium, for a total wage increase of 13%, would help colleges provide competitive compensation, fill vacant positions, and reduce turnover. We urge the Legislature to continue to provide 100% funding for compensation in the 2025-27 operating budget. Otherwise, colleges would have to make budget cuts elsewhere to close the funding gap.

Support College Operations (\$90 million)

Community and technical colleges urgently need additional, core operational support to cover the true cost of running a college. College operating costs have increased dramatically over the past five years and Washington's tuition formula has not kept pace with the increases. Rising costs and capped tuition rates have squeezed college operating budgets and, within those narrow funding margins, colleges must dedicate a significant portion to unavoidable costs: About 80% of college funding is dedicated to salaries and a significant amount is tied to specific purposes under legislative provisos. Faced with rising costs, capped tuition rates, and inflexible funding, colleges have limited ability to secure or shift resources to where they are needed the most. Legislative funding for core operational support would help cover essential costs, ensure sufficient funding for student programs and services, and enable colleges to meet their unique local needs.

CONTACT INFORMATION

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Operating Budget Director
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2025-27 CAPITAL BUDGET REQUEST

DECEMBER 2, 2024

Preserve, Optimize, Modernize

In today's rapidly changing higher education landscape, community and technical colleges need to offer safe, modern spaces for teaching and learning and provide the best training ground for new and emerging career fields. Our community and technical college system's \$652.8 million capital budget request is designed to meet both those goals.

Who We Serve

Anchored in local communities across Washington, our 34 community and technical colleges collectively served about 290,000 students in the 2023-24 academic year. We proudly serve a very diverse student population. Our students are more likely to be the first in their families to attend college, come from lower-income families, be people of color, hold down jobs while enrolled, and care for parents or children. The median age is 26.

Minor Works

Our request prioritizes minor works projects ahead of all other work to prevent or delay more costly renovations and replacement projects in the future.

In this request, our state's 34 community and technical colleges would receive funding for high-priority facility repairs — such as repairing or replacing roofs, windows, elevators, boilers, and mechanical systems — and to proactively replace campus infrastructure that is beyond its useful life, before it fails.

All colleges would also receive funding to modernize existing spaces to ensure they continue to be viable, relevant, and useful.

Major Projects

Our capital budget request includes funding for 12 major projects, starting with a study of possible solutions for Lake Swano dam at Grays Harbor College. Considered “high hazard” by the Department of Ecology, the dam poses an imminent threat to public safety in the south Aberdeen area. A dam failure would significantly disrupt campus operations by cutting off utilities and access to several buildings and by eliminating the college's alternate tsunami evacuation route.



The remaining projects on the list support space for instruction, labs, student services, and vocational programs in high-demand fields like clean energy, automotive technology, advanced manufacturing, and allied health. Nearly 241,000 square feet of the college system's oldest and least functional teaching and learning spaces would be replaced or renovated.

Clean Buildings Act Compliance

Our college system seeks funding for each college to inventory energy-consuming equipment on campus — such as HVACs, boilers, and lighting systems — in order to develop Energy Management and Operations and Maintenance plans required by the 2019 Clean Buildings Act.

Owners of buildings that need to comply with the Clean Buildings Act are required to have a qualified person submit compliance reports for affected buildings, with the first report due in 2026. A second part of this request is to enable colleges to either train staff to become qualified to submit compliance reports or contract with others who are qualified.

CONTACT INFORMATION

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2025-27 Capital Budget Request

Priority	College	Project	Funding Phase	Request amount*	Cumulative request
1	Systemwide	Preventive Facility Maintenance and Building System Repairs	2003 operating fund swap	\$ 22,800,000	\$ 22,800,000
2	Systemwide	Minor Works - Preservation (25-27)	Design & Construction	\$ 33,325,000	\$ 56,125,000
3	Systemwide	Minor Repairs - Roof (25-27)	Design & Construction	\$ 12,153,000	\$ 68,278,000
4	Systemwide	Minor Repairs - Facility (25-27)	Design & Construction	\$ 47,554,000	\$ 115,832,000
5	Systemwide	Minor Repairs - Site (25-27)	Design & Construction	\$ 4,771,000	\$ 120,603,000
6	Systemwide	Minor Repairs - Infrastructure (25-27)	Design & Construction	\$ 43,400,000	\$ 164,003,000
7	Systemwide	Minor Works - Program (25-27)	Design & Construction	\$ 45,446,000	\$ 209,449,000
8	Grays Harbor	Lake Swano Dam Study	Planning/Design	\$ 1,000,000	\$ 210,449,000
9	Olympic	Innovation & Technology Learning Center	Construction	\$ 31,054,000	\$ 241,503,000
10	Lower Columbia	Center for Vocational and Transitional Studies	Construction	\$ 45,196,000	\$ 286,699,000
11	Columbia Basin	Performing Arts Building Replacement	Design & Construction	\$ 54,548,000	\$ 341,247,000
12	Whatcom	Technology and Engineering Center	Design & Construction	\$ 51,042,000	\$ 392,289,000
13	Cascadia	CC5 Gateway building	Construction	\$ 40,034,000	\$ 432,323,000
14	Edmonds	Triton Learning Commons	Construction	\$ 43,716,000	\$ 476,039,000
15	Renton	Health Sciences Center	Construction	\$ 51,858,000	\$ 527,897,000
16	Bellingham	Engineering Technology Center - Bldg J Replacement	Design & Construction	\$ 18,559,000	\$ 546,456,000
17	Centralia	Teacher Education and Family Development Center	Construction	\$ 12,808,000	\$ 559,264,000
18	Spokane	Apprenticeship Center	Construction	\$ 42,861,000	\$ 602,125,000
19	Skagit	Library/Culinary Arts Building	Construction	\$ 37,375,000	\$ 639,500,000
20	Systemwide	Clean Buildings Compliance - Equipment Inventory and Reporting	Data & Compliance	\$ 10,612,000	\$ 650,112,000

* Revised 11/20/2024 per OFM's instruction to reduce major project C-100 escalation rate from 3.33% to 3.10%.

Certificate of Participation/Alternative Financing Requests

Columbia Basin	Student Housing Construction	Design & Construction	\$ 18,000,000
Edmonds	Student Housing Acquisition	Acquisition	\$ 9,000,000
Clover Park	Technical Training Facility Acquisition & Renovation	Acquisition & Renovation	\$ 15,000,000

		2024 - 25			2025 - 26			2026 - 27		
Operating budget (not including grants)		42,000,000.00			43,260,000.00			44,557,800.00		
projected payroll expense	79.400%	33,348,000.00			34,348,440.00			35,378,893.20		
projected monthly payroll expense	divide by 12	2,779,000.00			2,862,370.00			2,948,241.10		
inflation	3.000%									
		new	total	# of	new	total	# of	new	total	# of
		Safe Harbor	Safe Harbor	months	Safe Harbor	Safe Harbor	months	Safe Harbor	Safe Harbor	months
1% Safe Harbor	1.000%	420,000.00	420,000.00	0.15	432,600.00	852,600.00	0.30	445,578.00	1,298,178.00	0.44
2% Safe Harbor	2.000%	840,000.00	840,000.00	0.30	865,200.00	1,705,200.00	0.60	891,156.00	2,596,356.00	0.88
3% Safe Harbor	3.000%	1,260,000.00	1,260,000.00	0.45	1,297,800.00	2,557,800.00	0.89	1,336,734.00	3,894,534.00	1.32
4% Safe Harbor	4.000%	1,680,000.00	1,680,000.00	0.60	1,730,400.00	3,410,400.00	1.19	1,782,312.00	5,192,712.00	1.76
5% Safe Harbor	5.000%	2,100,000.00	2,100,000.00	0.76	2,163,000.00	4,263,000.00	1.49	2,227,890.00	6,490,890.00	2.20
6% Safe Harbor	6.000%	2,520,000.00	2,520,000.00	0.91	2,595,600.00	5,115,600.00	1.79	2,673,468.00	7,789,068.00	2.64

		2027 - 28			2028 - 29			2029 - 30		
Operating budget (not including grants)		45,894,534.00			47,271,370.02			48,689,511.12		
projected payroll expense	79.400%	36,440,260.00			37,533,467.80			38,659,471.83		
projected monthly payroll expense	divide by 12	3,036,688.33			3,127,788.98			3,221,622.65		
inflation	3.000%									
		new	total	# of	new	total	# of	new	total	# of
		Safe Harbor	Safe Harbor	months	Safe Harbor	Safe Harbor	months	Safe Harbor	Safe Harbor	months
1% Safe Harbor	1.000%	458,945.34	1,757,123.34	0.58	472,713.70	2,229,837.04	0.71	486,895.11	2,716,732.15	0.84
2% Safe Harbor	2.000%	917,890.68	3,514,246.68	1.16	945,427.40	4,459,674.08	1.43	973,790.22	5,433,464.30	1.69
3% Safe Harbor	3.000%	1,376,836.02	5,271,370.02	1.74	1,418,141.10	6,689,511.12	2.14	1,460,685.33	8,150,196.45	2.53
4% Safe Harbor	4.000%	1,835,781.36	7,028,493.36	2.31	1,890,854.80	8,919,348.16	2.85	1,947,580.44	10,866,928.61	3.37
5% Safe Harbor	5.000%	2,294,726.70	8,785,616.70	2.89	2,363,568.50	11,149,185.20	3.56	2,434,475.56	13,583,660.76	4.22
6% Safe Harbor	6.000%	2,753,672.04	10,542,740.04	3.47	2,836,282.20	13,379,022.24	4.28	2,921,370.67	16,300,392.91	5.06

CAPITAL PROJECTS

Brett Riley, Vice President of Administrative Services

RESOLUTION

No. 01-25

WHEREAS, **Wenatchee Valley College** has been approached by our contracted cell tower operator requesting to install additional infrastructure at the current location.

NOW, THEREFORE, BE IT RESOLVED, that **Wenatchee Valley College** is seeking Board approval for temporary local capital expenditure authority not to exceed \$3,300,000 related to the construction of the Center for Technical Education and Innovation.

BE IT FURTHER RESOLVED, that **Wenatchee Valley College** has legal authority and that **Brett T Riley, Vice President of Administrative Services**, is/are hereby authorized, for and on behalf of **Wenatchee Valley College** to do and perform any and all acts and things which may be necessary to carry out the foregoing resolution including the preparing, making and filing of plans, applications, reports and other documents; the execution, acceptance, delivery, and recordation of agreements, and other instruments pertaining to the Construction and Design of the CTEI building.

I, **Paula Arno Martinez**, hereby certify that I am the **Board Chair, of the Wenatchee Valley Board of Trustees**, and that the foregoing resolution is a true and correct copy of the resolution adopted by the vote of a majority of the members of Wenatchee Valley College **Board of Trustees** present at a meeting of said Board on the ____ day of _____, 2025, at which a quorum was present.

Paula Arno Martinez, Chair
WVC Board of Trustees

ORIENTATION FOR TENURE, EVALUATION AND REVIEW

Dr. Tod Treat, Vice President of Instruction

Consistent with the Faculty Negotiated Agreement, Article 9, WVC has a defined procedure for establishing tenure for probationary academic employees. Tenure protects academic employee appointment rights and provides to Board approved faculty “a faculty appointment for an indefinite period of time which may be revoked only for adequate cause and by due process (RCW 28B.50.851).”

The Tenure Review Committee documents consist of (1) Classroom observations, (2) Student evaluations or a summary of such, (3) Assessment of the probationer's contributions to the department, program, division, and the institution by the department or program, division heads, and other full-time academic employees and (4) Probationer Self-evaluation. The portfolio provides evidence of excellence in teaching, committee work, advising, collegiality, service, and outreach commiserate with an expectation of excellence in teaching and of being an active participant in the college and larger communities. The portfolio *may* also contain minority options, probationer rebuttals, and additional information.

Administrative review should focus on supporting strong tenure committee recommendations. Such review begins with the Dean and Tenure Chair. These individuals are in the best position to identify and respond to early concerns and potential solutions. Early written communications of concern, identified improvement needs, and clarity of language are critical to ensuring that any subsequent "negative recommendation" be supported.

Role of the Vice President of Instruction

The VPI is the "auditor" of the process, ensuring the deadlines, responsibilities, evidence and documentation, and any necessary alterations are addressed, preferably in advance, to ensure a successful conclusion of the tenure recommendations. The role of the VPI is to facilitate a smooth transition of the tenure review process from the faculty improvement focus of the committee to the institutional assurance process carried out by the President and Board of Trustees.

Article V.E.7. The committee will forward a portfolio to the Vice President of Instruction for review. The Vice President may ask the chair to convene the committee to address concerns. The committee will submit a revised portfolio as soon as possible, if needed. Once the review is complete, the Vice President will then forward the portfolio to the District President. The portfolio will include the following:

- Information about the probationer, including photo, teaching history and educational background.
- Information about the committee, member name, discipline or area, and years at WVC.
- The nine-standards evaluation summary.

- Recommendations regarding tenure from the committee and the Vice President of Instruction.
- Probationer's self-evaluation.
- Committee's summary of student evaluation comments.
- Any written response from the probationer regarding the committee's evaluation summary and recommendation.

Role of the College President

The President has the ultimate responsibility of protecting the institution and weighing competing interests. Generally, the President should be in a position to take forward to the Board of Trustees a very strong slate of candidates who represent a next generation of excellence for the institution.

Role of the Board of Trustees

The Board's actions in approving or denying tenure should be simple, celebratory, and unsurprising. Board determinations contrary to recommendations by College staff would suggest that the recommendations or documentation of recommendations are incomplete or unclear. The expectation is that the VPI will be fully engaged in review of portfolios in each year to minimize this occurrence.

Article 8. Evaluation and Review

Section A-C address part-time, one year temporary, and full-time nontenure faculty evaluations specifically. Temporary and full-time nontenure faculty "are not eligible for tenure" (C.2) and therefore not considered for Board appointment established in RCW 28B.50.851. Sections B and C relate to contract renewal and continuing appointment, where warranted, not tenure. Hiring decisions, outside of the CEO or granting of tenure, are delegated to the President as part of Board Policy Governance. A temporary full-time faculty member's evaluation by peers is advanced to the VPI as noted in section E.7. As VPI, I add my recommendation regarding contract renewal to the President and he has authority and responsibility to act upon that recommendation. *A growing number of requests to grant credit for these has arisen in recent years.*

Article 8, Section D. Post Tenure Review Process

The post-tenure review process is faculty-driven, wholly formative, and in no way summative. It provides faculty members an opportunity to reflect on their work, and to closely examine some aspect of their work at the college. These post-tenure reviews can take a variety of shapes and forms depending on the faculty member's program or department, as well as their teaching strengths. Faculty members may present their work to the Board of Trustees and the campus community at large.

This plan will include a variety of means of assessment including a concise narrative on the following: a. The faculty member's impact on student learning and success. b. The faculty member's contribution to their discipline. c. The District's mission, goals and strategic plans. d. The

faculty member will also solicit input from students. The nature of this input shall be determined by the faculty member.

Article 7, Section K. Sabbatical Leave

1. Purpose: Sabbatical leave is an investment by the faculty and the District in its programs and teaching efficiency. Criteria for the approval shall be for:

- a. Enhancing the quality of the program of the District while working with the appropriate dean to minimize the impact to the college.
- b. Making possible reassignment in the event of a program change.
- c. Improving the faculty member's professional abilities in his/her assignment.
- d. Sabbatical leave is granted for professional development purposes of the faculty member; therefore, the faculty member's primary focus should be on the approved sabbatical project. In some instances, a faculty member may be assigned an overload/part-time assignment during the term of the sabbatical by mutual agreement of the faculty member and the appropriate administrator.

2. Funding:

The equivalent of three yearly (175 day) sabbatical leaves (nine quarters) shall be available for each biennium (July 1 of odd numbered years through June 30 of the next odd numbered year). Such leaves may be granted for any number of academic quarters up to one full academic year (FWS quarters) provided that not more than six quarters of such leave may be granted in any one year. No more than two sabbaticals can be granted for future biennium.

3. Conditions for Voiding Sabbatical and Professional Projects Rights:

This (sabbatical leave) provision shall not be applicable in years in which the Board and the AHE agree that budgetary/financial constraints are such that granting sabbatical leaves would be detrimental to the overall program of the District. This provision shall be construed strictly. It is not intended to be used to prevent sabbatical leaves generally, or as a means to provide a source of funding to other competing programs.

APPROVAL OF MINUTES

District No. 15
Wenatchee, Washington

WENATCHEE VALLEY COLLEGE BOARD OF TRUSTEES

Board Meeting

November 13, 2024
Wenatchee Campus - Zoom

MINUTES

ATTENDANCE

Trustees Present:

Paula Arno Martinez, Chair
Steve Zimmerman, Vice Chair
Wilma Cartagena
Phylicia Hancock Lewis (remote)

Also Present:

Cabinet Members
Faculty and Staff

BOARD WORK SESSION – 10:00 am

Communication: Introduction of Marcine Miller, Executive Director of Public Information.

Report from Trustees: President Harrison joined the Board of Trustees in attending the ACCT Annual Conference, held this year in Seattle. The trustees agreed that this year's conference better aligned with their needs and responsibilities. Trustee Zimmerman attended the "Churn" session by Bellevue College, which highlighted staff turnover at the college and noted that turnover is a common issue among colleges across the state. Trustee Cartagena reminded the group to complete the survey.

ACCT National Legislative Summit

Trustees Cartagena, Jackson, Arno Martinez, and Hancock Lewis will be attending the upcoming summit, joined by President Harrison.

Leadership Reports: Full leadership reports can be found in the board packet for November 13, 2024.

Dr. Tod Treat: Expressed gratitude to Dr. Garza for the collaboration between Student Affairs (SA) and Instruction on the Puente event. He highlighted the Complete College America sense-making activity, which included SA and Instruction, identifying four priorities: leadership and culture, finance, pathways, and advising. These priorities aim to ensure students receive the right support at the right time. Dr. Treat also celebrated receiving an NSF ATE grant led by Greg Jourdan for HVAC systems designed for special purposes—a project with significant economic implications for the region. Additionally, Brett Riley and Greg Jourdan represented the college at the ATE conference in Washington, D.C.

Dr. Diana Garza: Highlighted the work of new student orientation.

Brett Riley: Continue to operate under a continuing spending resolution from the approved 23-24 operating budget. Waiting on clarity from the state for the current year's operating budget. Bids for the CTEI project came in too high to be able to move ahead with a contract, will be meeting with DES and the state board to discuss next steps.

Lisa Turner: Revamping the exit interview process as it will provide detailed analytics through Survey Monkey. Will be doing Title IX mandatory training in December.

Rachel Evey: Held an estate planning event on campus where 32 employees attended. The Piatigorsky Foundation concert was well attended and received positive feedback. Launching the year-end fundraising appeal, this year’s campaign will be “31 Knights of Giving.

Cal Goolsby: The Washington State Indian Education Summer Teaching Institute planning is continuing. The Omak Foundation will be hosting a welcome reception for the Dean on November 19.

Joe Eubanks: The Collaborative Oversight Forum had its first meeting on November 12, the forum is a shift from the President’s Shared Governance Council. Doing DEIB training with Ms. Lisa Turner.

President’s Update: Developing a Safe Harbor Emergency Reserve for WVC that is independent and separate from other accounts. Attended one of ACCTs best practice presentation on navigating shared governance in budgeting: shared governance signifies trust. Value the input of the trustees, staff, and faculty, and deliberate communication, everyone has a role (it’s a shared responsibility and commitment). Also working on developing a strategic campus and external relations task force as part of deploying the 6-year strategic plan.

Budget Report:

Revenue Forecast:	
101 Funds-	
•	Our state allocation is projected to be \$24,304,571 including provisos and program funding.
149 Funds-	
•	Tuition forecast is \$7,445,560 for the fiscal year 2024-25. This reflects a 2.5% increase in tuition rate and 2% increase in tuition bearing enrollment.
148 Funds-	
•	Fee revenue is projected to come in at \$2,182,201 . Fee revenue reflects the proposed changes to the fee schedule previously approved and the related enrollment increases.
146 Funds-	
•	Revenue from Running Start decreased significantly from the previous year. We are expecting FY23 Running Start revenue to come in at \$6,851,319 reflecting an average 4% in K-12 reimbursements as well as a 9.7% increase in Running Start enrollment.
Other-	
•	\$207,182 in WVC Foundation sourced funds dedicated to specific endowed agriculture instruction and equipment.
Operating Revenue-	\$40,990,834
WVC has anticipated 2024-25 base operating expenses of \$39,513,633	
Total Operating Expenses	
Net	\$1,477,201

LEADERSHIP DEVELOPMENT: The board of trustees visited the Grants House, Residence Hall and the future home of the Veteran’s Lounge, The Rally Point.

EXECUTIVE SESSION: The Board entered into an Executive Session to discuss issues related to personnel. The Executive Session lasted 30 minutes and ended at 2:45 pm. The Board reconvened for the Regular Board Meeting.

REGULAR BOARD MEETING

CALL TO ORDER: 3:00 P.M.

LAND ACKNOWLEDGMENT

APPROVAL OF MINUTES

October 16 2024, Regular Board Meeting Minutes

Wilma Cartagena moved that the minutes of October 16, 2024, Regular Board Meeting be approved. The motion was seconded by Steve Zimmerman and carried unanimously.

MOTION NO. 2380

INTRODUCTION OF NEW EMPLOYEES

The following new employees were introduced: Karyna Bukovtsava, Administrative Assistant for Workforce Education; Zachary Johnson, Running Start College Navigator.

CELEBRATING SUCCESS

Wenatchee Employee Awards

- Alcoa Excellence in Teaching Award
 - Faculty members are invited to submit proposals that will support an instructor or team in the development of a project that significantly increases student learning effectiveness. All proposals are submitted to the professional development committee who makes the final selection. A monetary award of \$1,500 is provided by Alcoa.
 - This year's awarded proposal is "Anti-Racist Pedagogy" by faculty Janna Goodyear.
- Outstanding Classified Staff Award
 - Nominations for the Outstanding Classified Staff Award are solicited from the campus community. A selection committee then narrows the nomination list down to three. This list is given to the president for a final selection. The monetary award of \$1,000 is provided by the Wenatchee Valley College Foundation.
 - This year's recipient is **Lindey Morrow**.
- Outstanding Part-Time Faculty Award
 - Nominations are solicited from full-time and part-time faculty, students and staff for the Part-Time Faculty Award. A selection committee selects a finalist for both the Wenatchee and Omak campuses. The recipients will receive a monetary award of \$500 provided by the Wenatchee Valley College Foundation.
 - The Wenatchee recipient is **Greg Stewart**.
- Outstanding Exempt Staff Award
 - Nominations are solicited from all WVC employees for the Exempt Staff of the Year Award. A selection committee then narrows the nomination list down to three. This list is given to the president for a final selection. The monetary award of \$1,000 is provided by the Wenatchee Valley College Foundation.
 - This year's recipient is **Riva Morgan**.

Building a Data-Informed Culture

As a community, we have been striving to cultivate a data-informed culture. While we have not yet fully achieved this milestone, there has been a significant increase in discussions about data, its utilization, and its integration to provide a more comprehensive narrative of our activities and identity. This trend is evident across the institution, from students showing interest in data science, to faculty who are modifying their programs and assessing the success of these changes, to staff who are leveraging data to enhance student support services, and to the administration that is strategically analyzing data to devise strategies for increasing enrollment.

What is truly remarkable is that we are collectively recognizing that data alone, especially quantitative data, does not offer a complete picture. To truly convey the story of WVC, we must combine data with narratives of success, opportunity, resilience, and courage. This represents a fundamental shift in our mindset—from viewing data as the ultimate goal to seeing it as a component of a holistic approach to making informed strategic decisions.

SPECIAL REPORTS

Amber Watson, ASWVCO President

Amber Watson was not present to provide a report.

Dania Cuevas, ASWVC President

Dania Cuevas was present to add to her written report.

Sharon Wiest, AHE President

Sharon Wiest was not present to add to her written report.

Wendy Glenn, Chief Steward WPEA

Wendy Glenn was not present to add to her written report.

STAFF REPORTS

Brett Riley, Vice President of Administrative Services

Mr. Riley did not add to his written report shared during the work session.

Dr. Tod Treat, Vice President of Instruction

Dr. Treat did not add to his written report shared during the work session.

Dr. Diana Garza, Vice President of Student Affairs

Dr. Garza did not add to his written report shared during the work session.

Dr. Faimous Harrison, President

Dr. Harrison did not add to his written report shared during the work session.

PUBLIC COMMENTS

No comments

ACTION

Approval is requested for the following new degree: Bachelor of Applied Science in Behavioral Health (BAS-BH)

Educate and prepare local behavioral healthcare specialists to support mental health needs of adults and children by increasing access to behavioral health treatment that is culturally responsive, evidence-based, accessible, and timely.

Participating students will complete 90 quarters credits of coursework beyond their associate's degrees in domain specific coursework (addiction studies, psychology, behavioral health), clinical experience, and advanced general electives. Graduates will be able to demonstrate knowledge, skills, and abilities as described in the program learning outcomes.

The BAS-BH is being initiated in joint collaboration with BBCC and *Thriving Together*, who is supporting development and outreach financially. The program is built as a self-support program and is budgeted to support itself through tuition revenue.

Steve Zimmerman moved to approve the Bachelor of Applied Science in Behavioral Health (BAS-BH). The motion was seconded by Wilma Cartagena and carried unanimously.

MOTION NO. 2381

ADJOURNMENT – 3:25 P.M.

CELEBRATING SUCCESS

Fall Sports Athletics Honor Roll

We are proud to celebrate the exceptional achievements of our fall sports student-athletes who demonstrated excellence both on the field and in the classroom. These outstanding individuals earned honors distinction with GPAs of 3.5 and above, showcasing their dedication, resilience, and commitment to academic success.

3.5 GPA and Above

Volleyball

- ◆ Mya Adams: 3.67 fall, cumulative 3.87 Mackenzie
- ◆ Kleyn: 4.0 fall
- ◆ Poli Lazarini: 4.0 fall, cumulative 4.0 Tia
- ◆ Gilday: 3.77 fall
- ◆ Jazlynn Torres: 3.80 fall, cumulative 3.52 Mallory
- ◆ Butenschoen: 4.0 fall
- ◆ Mary MacDonald: 3.90 fall, cumulative 3.68

Men's Soccer

- ◆ Joshua Aguirre: 4.0 fall Osvaldo
- ◆ Sanchez: 3.53 fall
- ◆ Matheus Moraes: 3.67 fall, cumulative 3.62 Yacir
- ◆ Perez: 4.0 fall
- ◆ Shota Kato: 3.57 fall Felipe
- ◆ Haro: 3.78 fall
- ◆ Afonso Abreu: 4.0 fall Anthony
- ◆ Abundiz: 3.67 fall Jesus Bonilla:
- ◆ 3.88 fall
- ◆ Emmanuel Gomez: 3.90 fall, cumulative 3.91 Angel
- ◆ Sitio: 3.77 fall
- ◆ Henri Hartung: 3.77 fall Josue
- ◆ Lopez: 3.77 fall Raul Mata: 4.0
- ◆ fall
- ◆ Ulises Maldonado: 3.53 fall

Women's Soccer

- ◆ Yameli Lopez: 3.43 fall, cumulative 3.76 Jasmine
- ◆ Abouammo: 4.0 fall
- ◆ Jollette Prestegui-Moreno: 3.16 fall, cumulative 3.57
Kennedy Johnson: 4.0 fall Ellie
- ◆ Moore: 3.90 fall Stephanie
- ◆ Gonzalez: 3.91 fall Mya Herrera:
- ◆ 3.85 fall
- ◆

Native American Classic

I am writing to share an overview of the 2024 Native American Classic (NAC) hosted by Wenatchee Valley College, held on December 6th, 7th, and 8th. This event celebrated Native culture, youth, and education while promoting community and connection through athletics. The NAC's motto is:

"Basketball is the tool; Education is the goal."

The Native American Classic is designed to address key areas for growth within our college community, while simultaneously honoring our Native youth and local tribes. This year, we placed particular emphasis on involving our Omak campus students and staff, fostering interdepartmental collaboration, and showcasing WVC's exceptional campus and academic programs while serving Native youth.

We are grateful for the support of various organizations and departments within our college and the greater community, including:

- The Red Road Association
- The CAMP Program
- The Colville Tribe's Youth Development Program (Y.D.P.)
- The WVC Foundation
- The WVC Public Information Office (PIO)
- Financial Aid
- Student Senates
- WVC Nursing, Medical Assistant, and Radiologic Technology Programs
- WVC Recruitment

In addition, the Center for Excellence and Inclusive Belonging provided invaluable logistical support to the athletics department.

Over the last two years, the Native American Classic has contributed to the deepening relationship between WVC Athletics and regional Tribes. This year's event featured:

- Native dancers
- New York Times best-selling author and photographer Matika Wilbur
- Live musical performances by The Yellowwolf Band and Jammerson Cheer

- WVC mini sport camps
- Native vendors
- A FAFSA workshop
- WVC medical program lab tours
- Free health screenings
- A special presentation of the Netflix movie *Rez Ball* by movie co-star Devin Sampson Craig

The event was further enhanced by the participation of both high school and college basketball teams, bringing a sense of community and athletic spirit to the entire experience. In total, the NAC welcomed over 2,500 students, parents, and community members to campus during the three-day event. It highlighted not only the beautiful culture of our Indigenous community but also the incredible staff, students, and facilities that make WVC such a remarkable institution.

We are excited to announce that the Native American Classic will return in 2025, and we are committed to making it an even greater success. Thank you for your continued support of this important initiative.

Sincerely,

Matthew Vargas
WVC Enrollment Services / Men's Basketball

Drop List Process Success

Fall and Winter Quarter Drops for Non-Payment

Student Affairs revised the Enrollment and Fee Payment Deadline process to improve student retention by addressing non-payment barriers. Key outcomes and financial impacts are summarized below, with graphics highlighting the process and results for Fall and Winter quarters.

Key Improvements

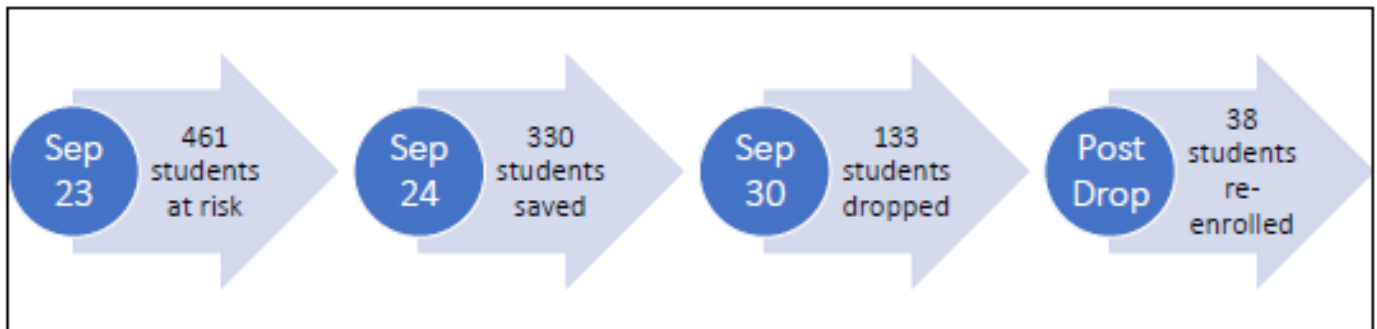
The implementation of two drop cycles enhanced outreach and retention efforts. Additionally, advancing the drop dates better aligned with student needs, making the process more efficient and student-centered.

Fall and Winter Quarter Summary

The following graphics illustrate the drop process and outcomes for each quarter.

Fall 2024 Drop

During Fall Quarter 2024, 461 students were identified as at risk for being dropped due to non-payment. Through outreach efforts, 330 students were saved, while 133 students were dropped. Of those dropped, 38 students re-enrolled within a two-day window.

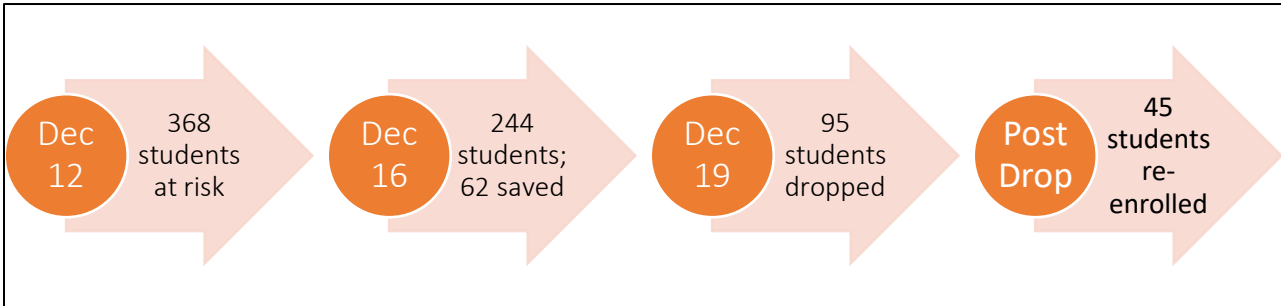


Winter 2025 2nd Drop

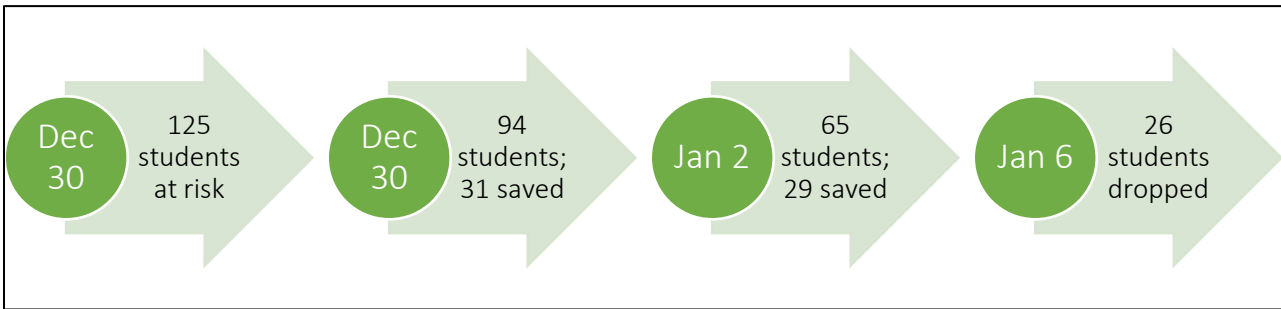
For Winter Quarter 2025, the process was divided into two drop cycles. In the first cycle, 368 students were identified as at risk, with 124 saved and 95 dropped. Of those dropped, 45 students (47%) re-enrolled. In the second cycle, 125 students were identified as at risk, with 60 saved and 26 dropped.

The financial impact for Winter 2nd Quarter Drop included 378 credit hours lost, equivalent to 26 FTE, resulting in \$49,870 in revenue loss.

Winter 2025 1st Drop



Winter 2025 2nd Drop



SPECIAL REPORTS

Amber Watson, ASWVCO President

Current cabinet: President: Amber Watson, Vice President: Irene Adem, Secretary/Treasurer:

Bianca Escatel, Director of Campus Activities: Waylon Diehl, Director of Public Relations: Position

Vacant, Student Ambassadors: Max Gadeberg, Student Ambassador: Isabel Steinshouer, Student

Ambassador: Terry Allen, Advisor: Edith Gomez, Program Assistant: Dayla Culp.

Events:

- Senate members are planning events for the beginning of December and January.
- Students seem to be looking forward to the name drawing for the participation raffle, as the drawing boxes are filling up quickly as students receive them for attending events and utilizing services offered by the college.

Motions:

- We moved to approve \$40 from the Student Center budget to purchase cleaning supplies and cutlery for the student lounge on November 6th.
- We moved to approve \$105 from the Entertainment budget to purchase prizes for the quarterly participation drawing on November 6th.
- We moved to approve \$400 from the Student Center budget for snacks and food for the Student Lounge on November 13th.
- We moved to approve \$395 from the entertainment budget to purchase prizes and items for a scavenger hunt on November 20th.
- We moved to approve \$60 from the student center budget to purchase Winter and Valentine's Day decorations for the student lounge.

Other:

- To finish up the fall quarter the senate team has planned a 3-day scavenger hunt for the students to take place December 4th through the 6th.
- The Senate team also is beginning to plan for FAFSA night to take place in January.
- Senate Members have also been assisting with DEI events on campus as needed, these events have had great turnouts.

Respectfully Submitted,

Amber Watson

ASWVCO Student Body President

ACTION

Sabbatical Request

Recommendations for sabbatical leave follow the process outlined in the AHE contract. Sabbatical leave is an investment by the faculty and the district in its programs and teaching efficiency. Criteria for approval shall be one or more of the following: enhancing the quality of the program of the district, making a reassignment possible in the event of a program change, or improving the faculty member's professional abilities in his/her assignment. To be eligible, an applicant for sabbatical leave must be tenured and have completed five years of full-time employment with the district.

The Faculty Professional Development Committee invites applications from eligible faculty members. The AHE contract allows faculty members to submit applications through November. The committee meets as soon as possible after that date to formulate its recommendations to the president for consideration by the board of trustees.

RECOMMENDATION: At the discretion of the board

ACTION

2024-2025 Spending Budget

BACKGROUND:

The WVC 2024-25 revised operating budget is presented here for Board of Trustee approval. Included is a summary of the sources of funds and the rationale of budgetary decisions based on enrollment forecast and legislative action and includes the local impact of the state reduction due to budget development errors.

Revenue Forecast:

101 Funds-

- **Our state allocation is projected to be \$23,875,273 including provisos and program funding. This also includes the \$531,273 reduction in allocation from the OFM accounting error.**

149 Funds-

- **Tuition forecast is \$7,535,525 for the academic year 2024-25. This reflects a 2.5% increase in tuition rate based on SBCTC action and a 2% increase in tuition bearing enrollment.**

149 Funds-

- **Fee revenue is projected to come in at \$2,473,248. Fee revenue reflects the approved changes to the fee schedule and enrollment growth.**

146 Funds-

- **Revenue from Running Start continues to increase in the near term. We are expecting FY25 Running Start revenue to come in at \$8,211,909. This number reflects an approximate 170 FTE increase in enrollment and an average 4% increase in reimbursement rate from the school districts.**

Other-

- **\$207,182 in WVC Foundation sourced funds dedicated to specific endowed agriculture and allied health instruction and equipment.**

Base Operating Revenue- \$42,303,137

WVC has anticipated 2024-25 operating budget of \$39,388,499

RECOMMENDATION:

That the **trustees** accept the 2024-25 operating budget as presented

ACTION

Keep Washington Working Act: 000.310 Immigration Rights and Non-Discrimination Policy

BACKGROUND:

000.310 IMMIGRATION RIGHTS AND NONDISCRIMINATION POLICY

Wenatchee Valley College has adopted this policy pursuant to the requirements of the Keep Washington Working Act, and limits “immigration enforcement to the fullest extent possible consistent with federal and state law to ensure colleges remain accessible to all Washington residents, regardless of immigration or citizenship status.” The college has established an accompanying procedure, 1000.310 to provide clarity about the college’s role in ensuring educational opportunities for all individuals, while leaving immigration enforcement efforts to the federal government. \

Approved by the president’s cabinet: __/__/__

Adopted by the board of trustees: __/__/__

Last reviewed: __/__/__

Policy contact: Human Resources

Related policies and procedures

1000.310 Immigration Rights and Nondiscrimination Procedure

RECOMMENDATION:

That the **trustees** approve policy 000.310 Immigration Rights and non-Discrimination Policy.

1000.310 IMMIGRATION RIGHTS AND NONDISCRIMINATION PROCEDURE

Wenatchee Valley College recognizes its responsibility of the requirements of the Keep Washington Working Act, and limits immigration enforcement to the fullest extent possible consistent with federal and state law to ensure colleges remain accessible to all Washington residents, regardless of immigration or citizenship status. The college has established this procedure to provide clarity about the college's role in ensuring educational opportunities for all individuals, while leaving immigration enforcement efforts to the federal government.

A: DEFINITIONS

1. **Civil immigration warrant** means any warrant for a violation of federal civil immigration law issued by a federal immigration authority. A civil immigration warrant includes, but is not limited to, administrative warrants entered in the national crime information center database, warrants issued on ICE Form I-200 (Warrant for Arrest of Alien), Form I-205 (ICE Administrative Warrant), or prior or subsequent versions of those forms, which are not court orders.
2. **Court order** and **judicial warrant** mean a directive issued by a judge or magistrate under the authority of Article III of the United States Constitution or Article IV of the Washington Constitution or otherwise authorized under the Revised Code of Washington. A court order includes, but is not limited to, judicially authorized warrants and judicially enforced subpoenas. Such orders, warrants, and subpoenas do not include civil immigration warrants, or other administrative orders, warrants or subpoenas that are not signed or enforced by a judge or magistrate as defined in this section.
3. **De-identified** means information that does not identify an individual and with respect to which there is no reasonable basis to believe that the information can be used to identify an individual.
4. **F-1 Visa** is a United States (U.S.) visa for foreign national students who wish to attend educational institutions in the U.S., of these levels:
 - a. Private elementary school (non-U.S. citizens are not allowed to attend U.S. public elementary schools on an F-1 visa);
 - b. High school;
 - c. Seminary;
 - d. Conservatory;
 - e. University and college; and
 - f. Other institutions, such as a language training program.
5. **Federal immigration authority** means any on-duty officer, employee, or person otherwise paid by or acting as an agent of the United States Department of Homeland Security (DHS) including, but not limited to, its sub-agencies, Immigration and Customs Enforcement (ICE), Customs and Border Protection (CBP), United States Citizenship and Immigration Services (USCIS), and any present or future divisions thereof charged with immigration enforcement. Federal immigration authority includes, but is not limited to, the Enforcement & Removal Operations (ERO) and Homeland Security Investigations (HSI) of ICE, or any person or class of persons authorized to perform the functions of an immigration officer as defined in the Immigration and Nationality Act.
6. **Immigration or citizenship status** means as such status as has been established to such individual under the Immigration and Nationality Act.

7. **J-1 Visa** is the visa designated for students and exchange program participants who belong to: Au Pairs, Camp Counselor, Government Visitors, Interns, International Visitors, Interns, International Visitors, Physicians, Professors and Research Scholars, Short-term scholars, specialists in different areas, university students, secondary school students, teachers, trainees, work and travel participants. Those who come to the U.S. under this visa program cannot bring dependents to the U.S.¹³
8. **Language services** includes but is not limited to translation, interpretation, training, or classes. Translation means written communication from one language to another while preserving the intent and essential meaning of the original text. Interpretation means transfer of an oral communication from one language to another.
9. **Law enforcement agency** or **LEA** means any agency of the state of Washington (state) or any agency of a city, county, special district, or other political subdivision of the state (local) that is a general authority Washington law enforcement agency, as defined by [RCW 10.93.020](#), or that is authorized to operate jails or maintain custody of individuals in jails; or to operate juvenile detention facilities or to maintain custody of individuals in juvenile detention facilities; or to monitor compliance with probation or parole conditions.
10. **Local government** means any governmental entity other than the state, federal agencies, or an operating system established under chapter [43.52 RCW](#). It includes, but is not limited to, cities, counties, school districts, and special purpose districts. It does not include sovereign tribal governments.
11. **Notification request** means a federal immigration authority's request for affirmative notification from a state or local law enforcement agency of an individual's release from the LEA's custody. Notification request includes, but is not limited to, oral or written requests, including DHS Form I-247A, Form I-247N, or prior or subsequent versions of those forms.
12. **M-1 Visa** is designed for students enrolled in vocational and non-academic education, excluding language courses. This includes, but is not limited to, technical courses, cooking classes, flight school, cosmetology, etc.
13. **Personal information** means names, date of birth, addresses, GPS [global positioning system] coordinates or location, telephone numbers, email addresses, social media handles or screen names, social security numbers, driver's license numbers, parents' or affiliates' names, biometric data, or other personally identifiable information. Personal information does not include immigration or citizenship status.
14. **Public schools** or **Local education agency** means any and all public elementary and secondary schools under the jurisdiction of local governing boards or a charter school board and all institutions of higher education as defined in [RCW 28B.10.016](#).
14. **Sensitive location** refers to the 2011 U.S. Immigration and Customs Enforcement (ICE) and 2013 Customs and Border Enforcement (CBP) policies which categorize certain locations as sensitive locations that should generally be avoided for immigration enforcement purposes. Accordingly, sensitive location includes health facilities, places of worship, and schools.
15. **School resource officer** means a commissioned law enforcement officer in the state of Washington with sworn authority to uphold the law and assigned by the employing police department or sheriff's office to work in schools to ensure school safety. By building relationships with students, school resource officers work alongside public school administrators and staff to help students make good choices. School resource officers are encouraged to focus on keeping students out of the criminal justice system when

possible and not impose criminal sanctions in matters that are more appropriately handled within the educational system.

16. **State agency** has the same meaning as provided in [RCW 42.56.010](#).

B. APPLICABILITY OF POLICIES RELATED TO IMMIGRATION ENFORCEMENT

1. Wenatchee Valley College adheres to all requirements of federal and state law.
2. The provisions of this procedure shall apply to Wenatchee Valley College and all college facilities, which include (but are not limited to) adjacent sidewalks, parking areas, sports facilities, and entrances and exits from said building spaces.
3. Wenatchee Valley College's policies and procedures prohibiting participation or aid in immigration enforcement shall apply for enforcement activity against students and their families, staff and volunteers.
4. Wenatchee Valley College personnel shall presume that activities by federal immigration authorities, including surveillance, constitute immigration enforcement.

C. ACCESS TO SCHOOLS AND COLLEGES

1. Wenatchee Valley College does not exclude students from receiving an education or unlawfully discriminate against anyone because of their race, color, national origin, age, disability, gender identity, immigration or citizenship status, sex, creed, use of a trained dog guide or service animal by a person with a disability, sexual orientation, or on any other basis prohibited by federal, state or local law.
2. Wenatchee Valley College shall ensure that all college staff and volunteers are aware of the rights of immigrant students to an education.
3. Wenatchee Valley College shall ensure that information reviewed to determine eligibility for in-state tuition or other benefits and any reporting requirements is limited only to the information necessary for residency determinations and in compliance with KWW and any other applicable state or federal laws.
4. Wenatchee Valley College shall separate all information on individuals with foreign student visa status (F, J and M visas) retained for the purpose of reporting to the Student Exchange and Visitor Information System (SEVIS) as part of the Student and Exchange Visitor Program from general enrollment platforms or other directory information.

D. IMMIGRATION ENFORCEMENT ON COLLEGE GROUNDS

1. Wenatchee Valley College does not grant permission for any person engaged, or intending to engage, in immigration enforcement, including surveillance, access to college grounds or their immediate vicinity. College staff shall direct anyone engaging, or intending to engage, in immigration enforcement, including federal immigration authorities with official business that must be conducted on college grounds, to the college president, authorized designee or legal counsel prior to permitting entrance. College staff shall presume that activities by federal immigration authorities, including surveillance, constitute immigration enforcement.
2. If anyone attempts to engage in immigration enforcement on or near Wenatchee Valley College grounds, including requesting access to a student, employee or college grounds:
 - a. Staff shall immediately alert and direct the person to the Vice President of Student Affairs or the Executive Director of Human Resources who shall verify and record the person's credentials (at least, badge number and name), record the names of all

- persons they intend to contact, collect the nature of their business at the college, request a copy of the court order or judicial warrant, and log the date and time and forward the request to the college president, authorized designee or legal counsel for review.
- b. Staff shall request that any person desiring to communicate with a student, enter college grounds, or conduct an arrest first produce a valid court order or judicial warrant.
 - c. The college president, authorized designee or legal counsel shall review the court order or judicial warrant for signature by a judge and validity. For Wenatchee Valley College to consider it valid, any court order or judicial warrant must state the purpose of the enforcement activity, identify the specific search location, name the specific person to whom access must be granted, include a current date, and be signed by a judge.
 - d. The college president, authorized designee or legal counsel shall review written authority signed by an appropriate level director of an officer's agency that permits them to enter college property, for a specific purpose. If no written authority exists, The college president, authorized designee or legal counsel shall contact the appropriate level director for the officer's agency to confirm permission has been granted to enter college property for the specific purpose identified.
 - e. Upon receipt and examination of the required information, the college president, authorized designee or legal counsel will determine whether access shall be allowed to contact or question the identified individual and shall communicate that decision to the college president, authorized designee or legal counsel.
 - f. If the requestor is seeking access or information regarding a student under 18 years old, the college president, authorized designee or legal counsel shall make a reasonable effort, to the extent allowed by FERPA, to notify the parent/guardian of any immigration enforcement concerning their student, including contact or interview.
 - g. The college president, authorized designee or legal counsel shall request the presence of a college representative to be present during any interview. Access to information, records, or areas beyond that specified in the court order or judicial warrant shall be denied.

E. GATHERING IMMIGRATION RELATED INFORMATION

1. Wenatchee Valley College staff shall not inquire about, request, or collect any information about the immigration or citizenship status or place of birth of any person accessing services provided by, or in connection with the college. College staff shall not seek or require information regarding or probative of any person's citizenship or immigration status where other information may be sufficient for the college's purposes. This does not prohibit residency officers or related staff from reviewing information from students or others on a voluntary basis in order to determine that a student is qualified for in-state tuition rates.
2. Wenatchee Valley College policies and procedures for gathering and handling student information during enrollment or other relevant periods shall be made available in writing to students and their guardian(s) at least once per school year in a manner that Limited English Proficient (LEP) individuals will understand.
3. If Wenatchee Valley College is required to collect and provide information related to a student's national origin (e.g., information regarding a student's birthplace, or date of first enrollment in a U.S. school) to satisfy certain federal reporting requirements for special

programs, prior to collecting any such information or reporting it, Wenatchee Valley College shall (except with respect to reporting requirements necessary for compliance with the Student and Exchange Visitor Program):

- a. If feasible, consult with legal counsel regarding its options, including alternatives to the specific program or documents accepted as adequate proof for the program;
 - b. Explain reporting requirements to the student and student's parent(s) and/or guardian(s), in their requested language, including possible immigration enforcement impact;
 - c. If moving forward with collection of information, receive and collect written consent from the student, if over the age of 18, or the student's parent(s) and/or guardian(s); and
 - d. Collect and maintain this information separately from the college/class enrollment process and student's records in order to avoid deterring enrollment of immigrants or their children.
4. When Wenatchee Valley College reviews information related to immigration status in order to make residency determinations, the residency officer's written confirmation that a student meets any applicable immigration status requirement shall be considered sufficient written evidence that a student meets the requirements of [RCW 28B.15.012](#). All other documents used to prove student or other individual immigration status, aside from those independently required by law to be kept, shall be designated as transitory and disposed of in accordance with the college records retention procedure. Any college staff maintaining said information in any other way shall report their retention procedure and basis to the college president, authorized designee or legal counsel prior to collecting the information.

F. RESPONDING TO REQUESTS FOR INFORMATION

1. Wenatchee Valley College staff shall not share, provide, or disclose personal information about any person for immigration enforcement purposes without a court order or judicial warrant requiring the information's disclosure or approval by the college president, authorized designee or legal counsel, except as required by law. Requests by federal immigration authorities shall be presumed to be for immigration enforcement purposes.
2. Wenatchee Valley College staff shall immediately report receipt of any information request relating to immigration enforcement to the college president, authorized designee or legal counsel who shall document the request.
3. Wenatchee Valley College shall, to the extent allowed by FERPA or as otherwise advised by legal counsel, notify the student's parent(s) and/or guardian(s) of the request for information at the earliest extent possible.

G. USE OF COLLEGE RESOURCES

1. Wenatchee Valley College's resources shall not be used to engage in, aid, or in any way assist with immigration enforcement.
2. Wenatchee Valley College's resources and policies regarding immigration enforcement shall be published and distributed to students on an annual basis. These resources shall include, at minimum:
 - a. Information about accommodations for limited English proficiency, and tuition assistance grant or loan programs that may be available regardless of immigration or citizenship status;

- b. General information policies including the types of records maintained by the college, a list of the circumstances or conditions under which the college might release student information to outside people or entities, including limitations under FERPA and other relevant law;
- c. Policies regarding the retention and destruction of personal information;
- d. The process of establishing consent from students and their parent(s) or guardian(s), as permitted under federal and state law, prior to releasing a student's personal information for immigration enforcement purposes;
- e. Name and contact information for Wenatchee Valley College's designated point of contact on immigration related matters; and
- f. "Know Your Rights" resources.

Approved by the president's cabinet: __/__/__
Last reviewed: __/__/__

Procedure contact: Human Resources

Related policies, procedures and other resources

000.310 Immigration Rights and Nondiscrimination Procedure

[Keep Washington Working Flyer](#)