



BOARD OF TRUSTEES MEETING

March 16, 2022

3:00 P.M. – WTI 3210/Zoom

Zoom Link: <https://wvc.zoom.us/j/81473573270>

AGENDA

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Persons wishing to address the board must sign up and limit their remarks to three minutes.	
ADJOURNMENT	

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

BOARD MEETING: **March 16, 2022**

AGENDA ITEM : **#1 - Action**

CATEGORY: **APPROVAL OF MINUTES**

Board Minutes of February 16, 2022

BACKGROUND:

Attached are the minutes from February 16, 2022, regular board meeting for approval.

RECOMMENDATION:

That the minutes from February 16, 2022, regular board meeting be approved.



District No. 15
Wenatchee, Washington

WENATCHEE VALLEY COLLEGE BOARD OF TRUSTEES

Regular Board Meeting

February 16, 2022 – 3:00 P.M.

WTI 2310/Zoom

MINUTES

ATTENDANCE

Trustees Present:

Tamra Jackson, Chair
Steve Zimmerman, Vice Chair
Wilma Cartagena
Paula Arno Martinez
Phylicia Hancock Lewis

Also Present:

Cabinet Members
Faculty Members
Students

CALL TO ORDER: 3:00 P.M.

INTRODUCTION OF NEW TRUSTEE

Phylicia Hancock Lewis was appointed by Governor Inslee to serve on the Wenatchee Valley College Board of Trustees. Her appointment to the board became effective February 8, 2022, for a term ending September 30, 2026. Trustee Hancock was raised in Omak where she worked as a Nurse Practitioner in Family Practice for 25 years. She is a Faculty Clinical Instructor and preceptor for the University of Washington School of Nursing.

APPROVAL OF MINUTES

1. **January 19, 2022, Regular Board Meeting and January 25, 2022, Special Board Meeting Minutes**

MOTION NO. 2381

Steve Zimmerman moved that the minutes of January 19, 2022, regular board meeting and, January 25, 2022, special board meeting minutes be approved. The motion was seconded by Paula Arno Martinez and carried unanimously.

CELEBRATING SUCCESS

2. **Student Debt Relief/CARES Funding**

Wenatchee Valley College is canceling \$353,131 in student tuition debt accumulated during the pandemic.

WVC is using institutional Higher Education Emergency Relief Funds (HEERF) to cancel student debt for 556 students who attended classes spring quarter 2020 through summer quarter 2021. All of these students have unpaid tuition or fees at WVC. The average amount of canceled tuition debt is \$635.

The U.S. Department of Education encouraged institutions to use their HEERF funds to cancel student debt to support students facing challenges due to the pandemic. WVC is one of a growing number of community colleges in Washington state using HEERF funds for student debt.

In addition to debt cancellation, WVC has distributed over \$3 million in emergency relief grants using CARES, CRRSA and ARP federal funding.

3. **Emergency Operations Center**

Wenatchee Valley College partnered with the Chelan County Emergency Management to house the region's Emergency Operation Center (EOC) in the new Mish ee twie near the Jack and Edna Maguire Conference Center. This high-tech space (2,500 sq. ft) serves as a base of operations when regional disaster planning or emergency operations are required.

In January, the EOC was activated to help with the surge of the Omicron variant of COVID as it impacted our region. Region 7 is made of up Okanogan, Kittitas, Chelan, Douglas and Grant counties. This recent EOC activation was specifically for Chelan and Douglas Counties. The EOC was used to help plan, organize and deploy resources and staffing to prevent the collapse of critical infrastructure or community services due to the highly contagious Omicron variant. Members also helped with resource distribution and surge planning for health care facilities, public utilities, long-term care facilities, school districts, public works and childcare centers. The EOC worked directly with Confluence Health, CVCH, Chelan Douglas Health District and Chelan County Emergency Management.

The EOC liaison relationship has proven to be a good partnership for WVC.

INTRODUCTION OF NEW EMPLOYEES

4. **Introduction of Employees**

Regan Bellamy, Executive Director of Human Resources introduced Waleed Muhammad, Economy Faculty; Branwen Schaub, Math Faculty & Isabela Rodriguez, College Navigator.

SPECIAL REPORTS

5. **Mason Renslow, ASWVC Wenatchee President**

Mason Renslow provided the board with an update on ASWVC sponsored on-campus and virtual events.

6. **Monique Samuels, ASWVC Omak Vice-President**

Monique Samuels updated the trustee on events that happened at the Omak campus and shared about the Women's History Month event with author Wendy Fox in March.

7. **Wendy Glenn, Chief Steward WPEA**

Wendy Glenn Chief Steward of WPEA had no concerns to report.

8. **Patrick Tracy, AHE President**

Patrick Tracy shared that there are two faculty members interested in presenting to the board to share their experiences, challenges, and accomplishment.

STAFF REPORTS

9. **Brett Riley, Vice President of Administrative Services**

In addition to Mr. Riley's board report, he shared that roofing repairs in Mish ee twie had begun.

10. **Dr. Tod Treat, Vice President of Instruction**

Dr. Treat's reviewed his board report.

11. **Dr. Chio Flores, Vice President of Student Services**

Dr. Flores did not add to her written report.

12. Dr. Jim Richardson, President

In addition to Dr. Richardson's written report, he acknowledges that WVC is one of few places that is honoring the valley's culture through the building names, something that Our Valley Our Future recognizes as a need.

ACTION

13. President Replacement

Discussion:

Trustee Arno Martinez expressed gratitude to the staff that attended the listening session. It was clear that everyone is requesting transparency in the process. WVC is a unique college and it needs someone to address the unique needs to continue serving our tribes and the work of a Hispanic Serving Institution.

Trustee Cartagena reviewed the notes from the listening session and it was evident that the staff had a strong leaning to have an external consultant conduct the search. There is a need to ensure that the trustees are meeting the obligations to serve the community.

Trustee Zimmerman shared that it was clear that staff wanted an external, inclusive, and comprehensive search. He looked at what the role of the Board of Trustees is and what it is in the best interest to have a national external search conducted by an external consultant.

Trustee Jackson reflected on the listening sessions and the role of the Board of Trustees, there is a need to be transparent and having an external search consultant would be in the best interest.

MOTION NO. 2382

Steve Zimmerman moved to direct Human Resources to seek an external search consultant for the recruitment of candidates for the president position. The motion was seconded by Paula Arno Martinez and carried unanimously.

PUBLIC COMMENTS

No public comments

ADJOURNMENT – 3:31 P.M.

Secretary

Chair

BOARD MEETING: **March 16, 2022**

AGENDA ITEM: **#2 - Information**

CATEGORY: **CELEBRATING SUCCESS**

Women's and Men's Basketball Team: Dr. Chio Flores, VP of Student Services

BACKGROUND:

Wenatchee Valley College's basketball teams have a lot to celebrate. Both are headed to the NWAC playoffs this season. However, their successes did not come easy.

Due to the pandemic and COVID-19 restrictions, no fans were able to enjoy the abbreviated 2020-21 season. With continued restrictions, the current 2021-22 season has had very few fans and family as well. The teams took the setbacks in stride and fought hard to become playoff contenders.

2021-22 Wenatchee Valley College Women's Basketball

Beginning in August 2021, WVC Women's Basketball saw several recruits abandon the program with the resignation of longtime coach Rachel Goetz. Seven women remained committed to the program. Through the end of October, the team practiced on their own. They worked with administrators to save the program from being suspended in the absence of a head coach. Jason Heinz, an AAU coach from East Wenatchee, stepped forward and agreed to coach the team through the completion of the season.

The team enjoyed a respectable 7-4 pre-season record while proving they could be competitive against some of the traditional power teams throughout the NWAC. Unfortunately, the team of seven became a team of six in December when one of their best defenders became academically ineligible.

Enter the "Super Six." This determined group of women took the court in January and battled their way to a second place, 12 win – 4 loss record against a strong Eastern Region schedule. All the while, they managed to avoid injury and foul trouble. A special highlight along the way was an impressive win at Eastern Region champion Walla Walla, handing the Warriors their only loss on their home court.

The win at Walla Walla proved the women could have realistically finished 14 and 1 had it not been for three games forfeited in January due to Covid-19 complications. As it is, the Knights wind down the 2021-22 season with a 19 - 8 season record, a second-place finish in the Eastern Region and a trip to the NWAC tournament on March 19 and 20 in Everett.

The team featured returners Maddie Godwin, Katie Fleming and Ruby Murdoch and newcomers Loy Waid, Monica Miller and Alyssa Barnufsky. While their individual stats are impressive, they will forever be known as the "Super Six" in Wenatchee Valley and NWAC basketball history.

2021-22 Wenatchee Valley College Men's Basketball

The 2021-22 WVC Men's Basketball team, under the guidance of head coach Jeremy Harden, has proved to be one of the great WVC teams. With very real aspirations of bringing home WVC's third ever NWAC Championship.

Led by returners, Isaac Jones and Nian Allen, the Knights finished as Eastern Region champions with a school record of 15 wins and 1 loss. The Knights are currently ranked #1 in the last NWAC Coaches Poll. Their over-all record of 16 wins and 13 losses would have been a record setting 26 and 3, but for the inadvertent use of an ineligible player during the first 10 games of the season resulting in the forfeiture of all 10 games. Jones and Allen were joined by returner Isaac Brown, brilliant newcomer Anthony Roy plus additional newcomers Bryson Faison, Sam Phillips, Amari George, Sam Wenkheimer and Joseph Elliot.

In his career at WVC, Isaac Jones was recognized as NWAC Freshman of the year during the 2019-20 season, as well as numerous NWAC Player of the Week awards and may very well end up being the greatest scorer in WVC basketball history.

Their excellence goes beyond the current season. The Knights, under Coach Harden, also won the East Region title in 2020-21 and posted a school record of 24 wins and 5 losses in 2019-20. Without the forfeitures, WVC would have posted an incredible record of 60 wins against only 10 losses over the past three seasons. These past three seasons have provided eight NWAC Academic Excellence recipients, four NWAC All-Conference selections and three straight NWAC Sweet 16 appearances.

GO KNIGHTS!

BOARD MEETING: **March 16, 2022**

AGENDA ITEM: **#3 - Information**

CATEGORY: **CELEBRATING SUCCESS**

Knights Kupbaord Food Drive: Dr. Chio Flores, VP of Student Services

BACKGROUND:



The 5th Annual Knights Kupbaord Drive was a tremendous success! Over 4100 items were donated, a significant increase compared to the 634 items donated during the 4th annual food drive.

The third floor of Wenatchi Hall was this year's winner, donating 1142 items. A proud moment for all involved! Thank you for your generosity!

Food insecurities affect our students daily and the generosity of WVC's employees and the community makes a huge difference in supporting their needs! The Knights Kupbaord has moved to a larger location (formerly the Running Start Office) in Van Tassel. Special thanks to the facilities crew for their help in relocating the pantry and the Foundation (Rachel Evey and board members) for organizing and stocking the shelves. Here is a before and after picture of that captures the impact of these donations.

Last but not least, many thanks to the Counseling & Support Services Team (Bertha Sanchez, Lucero Martinez, Ryan Poortinga and Ayla Medina-Ulloa) for organizing the food drive. This wouldn't have been possible without their hard work and drive, particularly Lucero, who coordinated most of the details!



BOARD MEETING: **March 16, 2022**

AGENDA ITEM: **#4 – Information**

CATEGORY: **INTRODUCTION OF NEW EMPLOYEES**

Introduction of New Employees: Reagan Bellamy, Human Resources, Executive Director

BACKGROUND:

Reagan Bellamy will introduce new employees.

BOARD MEETING: **March 16, 2022**

AGENDA ITEM: **#5 – Information**

CATEGORY: **SPECIAL REPORTS**

Mason Renslow, ASWVC Wenatchee President

BACKGROUND:

Mason Renslow did not provide a written report.

BOARD MEETING: **March 16, 2022**
AGENDA ITEM: **#6 – Information**
CATEGORY: **SPECIAL REPORTS**

Abigail Steinshouer, ASWVC Omak President

BACKGROUND:

Current cabinet: President: Abigail Steinshouer, Vice President: Monique Samuels, Treasurer: Vincent Adolph, Secretary: Sara Perkins, Advisor: Livia Millard.

March:

- On March 11th we will have had our Women’s History Month event with Wendy J. Fox who is an author, former Running Start student and alum of Omak campus. We have sent a press release out and will locally promote this event too.
- We are buying sweatshirts for all ASWVCO members, so we can stand out at events.
- On February 24th we met with the WVC Foundation Executive Director, Rachel Evey regarding our involvement with the Fun Run scholarship event.
- We have started the Services and Activities budget process for 2022-2023 school year.
- Some members attended the pre-design meeting for the new building on Omak campus.

Upcoming Events:

- Stand Against Racism, April 27th– We have confirmed several speakers, and our agenda is almost complete.
- April 18th to the 21th we are planning on having a gardening related Grab and Go for Earth Day. We are planning to give out seeds, gloves, gardening tools, and a gift card to a local nursery.
- On April 20th the Red Road Association is having the Washington State Poet Laureate Rena Priest in Hazel Ellen Burnett Building from 4 pm to 5 pm.
- Fun Run Co-sponsored by WVC Foundation, (Date to be determined later). We are planning on having a Fun Run event to raise money for the Finish Line Scholarship.
- On June 18th we are planning on having the Omak campus graduation. We are still planning out what this will look like.

February Events Recap:

- Our Valentine’s Day Grab and Go went well; all of the gifts were picked up by students!
- We had around 200 people come to our roller-skating event. We helped raised \$300 and animal care items for a local cat shelter. We hope to be able to do this next year again!
- Black History Month Event- We supported the Awodi drumming and contributed \$1,000 to this event.

Respectfully Submitted,
Abigail Steinshouer
ASWVCO Student Body President

BOARD MEETING: **March 16, 2022**

AGENDA ITEM: **#7 – Information**

CATEGORY: **SPECIAL REPORTS**

Wendy Glenn, WPEA Chief Steward

BACKGROUND:

Wendy Glenn did not provide a written report.

BOARD MEETING: **March 16, 2022**
AGENDA ITEM: **#8 – Information**
CATEGORY: **SPECIAL REPORTS**
Patrick Tracy, AHE President

BACKGROUND:

Patrick Tracy did not provide a written report.

BOARD MEETING: **March 16, 2022**

AGENDA ITEM: **#9 – Information**

CATEGORY: **STAFF REPORTS**

Brett Riley, Vice President of Administrative Services

BACKGROUND:

Administrative Services

- The Administrative Services team was notified that the Sexton replacement project finished 8th in the recently completed major capital project scoring exercise. At current funding levels, it appears Sexton replacement will be slated for the 27-29 biennium.
- Administrative Services staff continue to work on finalizing agreements with the Friends of Winthrop Library (FOWL) and the NCW Library system to provide instruction at the Winthrop Library.
- Administrative Services staff have also submitted a request for a one-year no-cost extension to the U.S. Department of Education for use of the HEERF funds into next year.

Budget & Internal Auditing

- Through the Budget Office, the college has established a prioritized list of one-time investments that meet the intent of the legislation and better position the college going forward. Approval of the no-cost extension will be used to backfill any lost revenue during the 2022-23 fiscal year.

Fiscal Services

- Fiscal Services continue to work with SBTC staff to clean up our first year ctclink financials. A vast majority of cleanup work has been addressed; however, WVC staff are now dependent on the SBCTC to complete cleanup.
- Fiscal Services has also recently completed an update to the website that improves interdepartmental communication and outlines new procedures related to the ctclink conversion.

Facilities and Capital

- Mish ee twee- While still in warrantee, a number of items have been addressed, including compressor replacement, glass replacement/completion and roof remediation. A complete roof assessment and replacement plan is scheduled later this month (weather permitting).
- Omak Health Sciences Center- ALSC has completed the predesign, pending budget approval. Given the socio-economic status of the world and the escalating inflation costs, the estimated project costs are beyond the original scope of the project. WVC staff are reviewing the draft estimates and identifying scope modifications at this time.

- CWETI/Batjer Replacement- The project is at the midpoint of the predesign process. College stakeholders have been on one site visit to Big bend Community College and have another one scheduled for 3/11/2022 to visit Clover Park Technical College’s recently completed workforce facility.
 - Minor Works
 - Wing 5 Theatre Improvements-
 - Science Lab Improvements-
 - Batjer HVAC project- reallocated
 - Eller Fox- Facade project- later this spring

Safety and Security

- SSEM- SSEM has been busy coordinating a number of required and elective trainings on campus covering:
 - Fire prevention and mitigation
 - Fall protection
- In addition, SSEM has been beta testing an online Canvas based safety training within Administrative Services staffing groups.

Information Technology

- IT staff continue to work on closeout of the Mish ee twie project and have met with our digital signage contractor to complete the signage package and ensure integration with 25live, a ctLink software package.
- IT staff are also very busy monitoring and managing the cyber environment related to the ongoing conflict in Ukraine. IT staff also briefed Admin. Services on the two security breaches in the state community colleges system at Centralia and Bates. Admin. Services anticipates providing in-depth training to the Board at a future meeting.

BOARD MEETING: **March 16, 2022**

AGENDA ITEM **#10 – Information**

CATEGORY: **STAFF REPORTS**

Dr. Tod Treat, Vice President of Instruction

BACKGROUND:

Dr. Treat did not provide a written report.

BOARD MEETING: **March 16, 2022**

AGENDA ITEM **#11 – Information**

CATEGORY: **STAFF REPORTS**

Dr. Chio Flores, Vice President of Student Services

BACKGROUND:

Featured Department – **Admissions & Registration Office**

The Office of Admissions and Registration’s mission is to admit, enroll and retain students in an inclusive environment that stands to see students succeed in a higher education setting.

The Team:

Maggie Segesser, Program Specialist 2: Maggie serves as the office lead, and aides the front-line staff, while handling most interdepartmental processes. Maggie has been at Wenatchee Valley College for three years, but overall has 20 years experience in higher education, including time at Pierce College, Clover Park Technical College, and in the Kansas Community College system.

Maria Lagunas, Customer Service Specialist 2: Maria serves as one of the main points of contact for the community. Maria is bilingual has been with Wenatchee Valley College for six years.

Andrea Rolon, Customer Service Specialist 2: Andrea is bilingual serves as the primary admissions processor, while also assisting with the graduation process. Andrea has been at Wenatchee Valley College for 9 months. Prior to arrival at WVC she worked at the Wenatchee Valley Humane Society for a few years.

Mary Adamski, Program Assistant: Mary serves a split role between Admissions/Registration and athletics. Her primary role is a Credentials Evaluator, and in athletics, functions as the assistant to the Athletic Director. Mary has been at Wenatchee Valley College for 8 months. Prior to her arrival at WVC she worked at WSU as an advisor for 1st generation students through AmeriCorp.

Cindie Martin, Secretary Supervisor: Cindie has served in many capacities over her 19 years at Wenatchee Valley College. Currently she serves as a primary lead for the Omak campus in all matters related to student support, from in-take processing to graduation. She also is involved in many administrative components that allow the Omak campus to function on a daily basis.

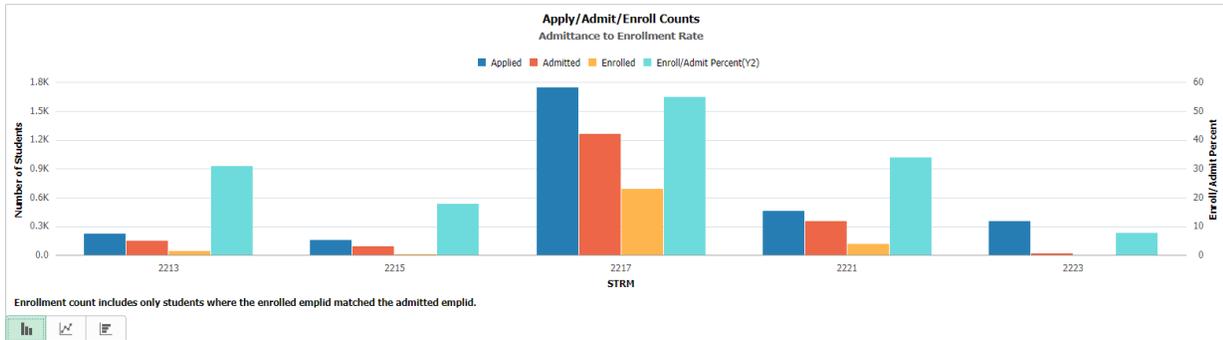
Edith Gomez, Customer Service Specialist 1: Edith is bilingual and serves as the face of the Administration Building in the Omak campus. She is the first point of contact for the community, and is primarily serving in registration, but also helps with the in-take process with Ed Planning and cashier related processes. Edith has been at Wenatchee Valley College for three months. Prior to her arrival at WVC, she served as a Pharmacy Technician/MAP Specialist at Family Health Center in Omak.

Jonathan Barnett, Director of Enrollment Services/Registrar: Four years at Wenatchee Valley College, previously at Walla Walla Community College in the Office of Registrar.

Application/Admit/Enroll:

Below is a chart that breaks down new incoming applications through enrollment for each term since WVC implemented ctLink. Of special note is that as of now, there are currently more applications coming in for Spring 2022, than overall Spring 2021.

These numbers do not reflect the number of students returning to WVC from previous enrollments. The office is working on ways to better track data with the capabilities that reside within the ctLink system, and the ability to customize reports needed.



Institution	Academic Year	STRM	STRM Descr	Applied	Admitted	Enrolled	Enroll/Admit Percent
WA150	2020-2021	2213	SPRING 2021	230	156	49	31
WA150	2020-2021	2215	SUMMER 2021	163	99	18	18
WA150	2021-2022	2217	FALL 2021	1752	1265	691	55
WA150	2021-2022	2221	WINTER 2022	467	356	121	34
WA150	2021-2022	2223	SPRING 2022	361	26	2	8

Transcript course evaluations:

In 2020-2021 academic year, there were 154 requests for transcript evaluations. This number appears to be on the increase for the 2021-2022 academic year, as 141 requests have already been received. Currently the office is roughly out 4 to 6 weeks from time of request to completion of transactions.

Graduation:

In 2020-2021 academic year there was a total of 1,085 applications for graduation, of those 733 were for transfer students, and 325 for professional/technical students. To date for 2021-2022 academic year, the office has received a total of 825 applications for graduation. Typically, the majority of graduation applications are submitted during Spring quarter advising. This year the number is anticipated to be a touch lower, due to enrollment being down. However, staff is working on a better approach to communicate with students and campus around the importance of applying for graduation.

ctLink:

It's officially been a year since ctLink launched. Processing takes much longer. A great example is, in the previous system, an application could be processed for admission in about 3 to 4 minutes, now to process one application it can take upwards of 12 to 15 minutes. Processing transcript evaluations once could take upwards of 30 minutes, can now take as long as a couple of hours.

The future:

With more institutions coming on board with ctcLink by the end of the academic year, enhancements will be hopefully issued by the state that allows for work to be more efficient and timely. Collaboration across the campus with other departments continues with new processes being implemented to improve work in all areas, particularly for students. In the works is a communication process to keep the campus community up-to-date with deadlines and important dates. Going forward the Admissions/Registration staff seeks continual improvement and to provide the best support possible to WVC and the communities it serves.

BOARD MEETING: **March 16, 2022**

AGENDA ITEM **#12 – Information**

CATEGORY: **STAFF REPORTS**

Jim Richardson, President

BACKGROUND:

- WVC’s Incident Command team met and looked at the relaxing of masking requirements and how they will be implemented at WVC.
- I continue to attend the SBCTC’s legislative meetings on Friday afternoons every week. We continue to follow bills that are important to our colleges. The session is scheduled to end this coming week. There have been gains and losses over the last few weeks of the session.
- The Foundation executive committee and full board have continued meeting and I have attended. The board and staff are planning in-person events again for spring.
- Omak Foundation board meetings are now in person, and their president, Livia Mallard, continues to add a zoom option when possible.
- I have continued to meet with Erin Tofte and Reagan Bellamy to have conversations surrounding equity and inclusion at WVC. The President’s Council on Diversity, Equity and Inclusion continues to meet and discuss issues at the college. The Council will be looking at various projects and initiatives going on at WVC and report on them and help foster equity and inclusion across the college. Cabinet is also looking at how the DEI initiatives can be brought more to the forefront at the college.
- The cabinet continues to offer campus meetings (both Omak and Wenatchee meetings) every Monday by zoom and has also continued to hold office hours for all cabinet members. “Coffee with Cabinet” listening sessions also continue.
- Attended WACTC president’s meeting virtually. We have been focusing on the legislative sessions, including bringing in legislators as speakers to help us connect better with the decision-makers. We also had a DEI session for presidents at this meeting focused on building an anti-racist institution.
- Have attended meetings with architects on the Omak health science building pre-design. We are still waiting for Congress to pass the budget with our capital dollars for the project in it.

BOARD MEETING: **March 16, 2022**

AGENDA ITEM **#13 – Action**

CATEGORY: **ACTION**

Tenure: Dr. Jim Richardson, President

BACKGROUND:

According to Article V of the AHE contract, the tenure review committees have been established and have evaluated the non-tenured faculty members' instructional and professional effectiveness.

The first year probationary faculty member is Rochelle Riling, English.

The third year probationary faculty members are Anya Belcher, Physical Education; Meleah Butruille, Nursing; Natalie Dotzauer, Art; Tina Gadeberg, Nursing; Ranis Ibragimov, Math; Shannon Rodman, History; Marie Rose-McCully, Education; Amy Snively-Martinez, Anthropology; Amanda Stringham, Pharmacy Technician; and Claire Tompkins, Nursing.

RECOMMENDATION:

At the discretion of the Board

BOARD MEETING: **March 16, 2022**

AGENDA ITEM **#13 – Action**

CATEGORY: **ACTION**

Presidential Search Firm Contract: Reagan Bellamy, HR Executive Director

BACKGROUND:

Reserved for potential action generated from executive session.