

BOARD OF TRUSTEES
Meeting Agenda
Thursday, November 13, 2014
Work Session 12:00 – 2 pm
Board Meeting – 2 pm

Laidlaw Center Boardroom, #143
237 W. Kellogg Road, Bellingham, WA 98226

MEMBERS:

- **Tim Douglas,**
Chair
- **Chuck Robinson,**
Vice Chair
- **Steve Adelstein**
- **Sue Cole**
- **Barbara Rofkar**

- I. Call to Order – 12 pm lunch served
- II. Work Session – 12:30 – 2 pm
 - Open Public Meeting Act Training – Melissa Nelson (12:30 pm)
 - Break
 - Intercultural Initiatives Update – Betsy Hasegawa (1:00 pm)
(Goal 4: Advance the College as a more diverse learning community)
- III. Approval of Agenda, and Notice of Public Comment Time
- IV. Introduction of New Employees (Administrative Services)
- V. Consent Agenda (Calendar) [TAB 1](#)
 - a. Minutes of October 8, 2014 Board of Trustees Meeting (Attachment A)
- VI. Action Items [TAB 2](#)
 - Adoption of revised 2015-16 Academic Calendar (Tab 2a)
 - Board of Trustees 2014-15 Work Plan
 - Support for new Bachelor of Applied Science (BAS) in IT Networking (Tab 2b)
- VII. Report from the President
- VIII. Reports [TAB 3](#)
 - ASWCC – Lucas Nydam, President
 - WCCFT – Tresha Dutton, President
 - WFSE – Michelle North, Representative
 - Administrative Services – Vice President Nate Langstraat
 - Student Services – Vice President John Baker
 - Instruction – Vice President Ron Leatherbarrow
 - Advancement/Foundation – Anne Bowen, Executive Director
- IX. Discussion / Items of the Board [TAB 4](#)
 - Revised Board Meeting Dates for Calendar Year 2015 (Tab 4a)
 - TACTC Meeting – November 14, 2014 at Hilton Seattle
 - ACCT in Chicago – October 22-25, 2014
- X. Public Comment
- XI. Executive Session*
 - (b) ... to consider the selection of a site or the acquisition of real estate by lease or purchase...;
- XII. Adjournment

If you are a person with a disability and require an accommodation while attending the meeting, please contact the President's Office at 383-3330 (or TDD 647-3279) as soon as possible to allow sufficient time to make arrangements.

**NEXT MEETING
REMINDER
Wednesday,
December 10, 2014**

***The Board of Trustees may adjourn to an Executive Session to discuss items provided for in RCW 42.30.110 (1):**

- (b) to consider the selection of a site or the acquisition of real estate by lease or purchase...;
- (c) to consider the minimum price at which real estate will be offered for sale or lease...;
- (d) to review negotiations on the performance of a publicly bid contract...;
- (f) to receive and evaluate complaints or charges brought against a public officer or employee...;
- (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee...; or as provided in RCW 42.30.140 (4)(a), to discuss collective bargaining
- (h) to evaluate the qualifications of a candidate for appointment to elective office...;
- (i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions... or... litigation or potential litigation...



CONSENT AGENDA

- a. Minutes of October 8, 2014 meeting of the Board of Trustees (Attachment A)

SUGGESTED RESPONSE

The chair reads out the letters of the consent items. Then the chair states: “If there are no objections, these items will be adopted”. After pausing for any objections, the chair states, “As there are no objections, these items are adopted.”

Whatcom

COMMUNITY COLLEGE

MINUTES

BOARD OF TRUSTEES MEETING

Laidlaw Center Board Room

Wednesday, October 8, 2014

2:00 p.m.

- **CALL TO ORDER** Chair Tim Douglas officially called the Board of Trustees meeting to order at 2:04 p.m. Present in addition to the chair were trustees Barbara Rofkar and Sue Cole, constituting a quorum. Trustees Chuck Robinson and Steve Adelstein were absent. Others present included President Hiyane-Brown; Ron Leatherbarrow, Vice President for Instruction; Nate Langstraat, Vice President for Administrative Services; Anne Bowen, Executive Director for Advancement; Kerena Haggins, Assistant Attorney General; and Rafeeka Kloke, Executive Assistant to the President.

ACTION TO ACCEPT AGENDA

- Trustee Barbara Rofkar moved to approve the meeting agenda as proposed. It was seconded by Trustee Sue Cole and the **motion was approved unanimously**.
- Trustee Tim Douglas announced that there is a designated time for public comment on the agenda.

INTRODUCTION OF NEW EMPLOYEES

- The following new faculty and staff from Instruction were introduced.

Amy Riedel, Advisor/Special Projects Coordinator
Jada Ginnett, Nursing Instructor
Guava Jordan, ABE Instructor
Jill Ludlow, PTA Instructor
Marylou Papich, Nursing Instructor
Heather Williams, Library
Jason Babcock, Director for the Learning Center
Laura Boynton, International Student Housing Coordinator
Siobhan Chaney, Program Coordinator – Division 4
Betsy Hasegawa, Intercultural Affairs & Leadership Director
Alison Scherer, Grant Writer/Coordinator
Amy Shavelson, International High School Completion Advisor
Melissa Talbot, Program Coordinator - Social Studies
Natalie Reilly, HeW Grant Project Manager
Justin Ericksen, English Instructor
Ines Poblet, ESLA Instructor
Anna Wolff, English Instructor

Rachel Wolf, English Adjunct
Glen Nesse, Philosophy Adjunct
Ron Correll, Economic Instructor
Jennifer Zovar, Anthropology Instructor
Nathan Hall, Math Instructor
Kaatje Kraft, Geology Instructor
Travis McEwen, CIS Instructor
Julian Trujillo, Math Adjunct
Grace Adams, Instruction & Classroom Support Tech 1
Shannon Dunn, Program Assistant – Nursing/HPC
Courtney Kendall, Program Coordinator
Stephanie Marchant, CyberWatch West Coordinator
Barbara Owens, Child Care Subsidy Training Coordinator

CONSENT AGENDA

➤ Consent Agenda (Calendar)

- a. Minutes of the September 17, 2014 Board of Trustees Meeting (Attachment A)
- b. Proposed Summer Quarter Graduates (Attachment B)

Chair Douglas stated: “If there are no objections, this item will be adopted.” As there were no objections, **this item was adopted.**

PRESIDENT’S REPORT

- Marian Yunghas is donating Nigerian artifacts to the College’s art department. She recently attended the President’s Circle event and was excited to hear about the different College’s initiatives.
- President Kathi praised facilities staff, IT staff and CIS Program staff for their work to get the new CIS Lab ready for classes. An open house for the campus community is scheduled for October 27th at 2:30 pm.
- Workshop entitled “Building Inclusive Communities for Learning and Leading at Whatcom Community College” was held on September 20. The event was well attended. The workshop leadership team included Betsy Hasegawa, Johnny Hu, Laura Singletary, and Amy Riedel. Pat Fabiano, education consultant and former WWU faculty, facilitated the workshop. It was a great experience created to increase understanding of diversity and inclusiveness.
- Enrollment update for the tenth day of fall quarter 2014:
 - WCC FTE was down 5.2% compared to fall 2013 (State FTE was down 8.8% compared to fall 2013)
 - International student headcount was up 11% from fall 2013
 - Running start headcount is down 1.1% from fall 2013
 - Online FTE is down 1% from fall 2013
 - Hybrid FTE is up 5% from fall 2013

Staff are closely monitoring enrollment data. The Strategic Enrollment Management Committee (SEM) will be convening in the next few weeks to examine factors causing enrollment decline. Members of the committee include a cross section of faculty and staff throughout the College with key staff representatives from marketing and outreach.

- Whatcom has been designated by the National Security Agency (NSA) and the Department of Homeland Security as the National center of Academic Excellence in Information Assurance/CyberDefense. We are one of only three community colleges in the Western US to have this designation.
- The College completed the grant renewal application for CyberWatch West.
- Whatcom ranks 6th overall and 3rd within the division for the academic performance of our student athletes.
- Annette Flanders, Nursing Program Director, received official notification from the Nursing Commission that Whatcom's 2014 graduating class had a 100% pass rate.
- The College will be conducting an institutional climate survey to better identify and understand campus issues, to measure change in institutional climate and effectiveness, and to improve the campus environment (goals and services). Conducted by the National Initiative for Leadership and Institutional effectiveness in Raleigh, NC; the survey titled Personal Assessment of the College Environment (PACE) asks questions associated with four climate factors: institutional structure, supervisory relationship, teamwork, and student focus.
- President Kathi will be visiting two universities in Tokyo, Japan – Kanda University of International Studies and Daito Bunka University. Both universities have been sending students to Whatcom since 2006. Japan is emerging as a leader in international education. This visit will further enhance the relationship between Whatcom and these universities.
- Trustee Sue Cole and President Kathi will be attending the ACCT national conference in Chicago. President Kathi will be facilitating and hosting on behalf of the Presidents Academy, a pre-convention workshop.
- President Kathi met with Mayor Kelli Linville regarding the College's traffic concerns. The College will continue to work with city staff to address the concerns.

REPORTS

- **ASWCC** –Lucas Nydam, President
 - Student government is working on finalizing its 2014 goals which include items such as gender neutral bathroom, additional water station and a Student Life podcast. President Nydam hopes to present the finalized goals to the board in a future meeting.
 - ASWCC received 26 applications for 13 position openings resulting from increased efforts to reach out to students.
 - Programming and Diversity Board recently sponsored a Beyond Disability workshop which received great feedback from faculty, staff, and students who attended.

➔ **WSFE - Carolyn Jovag, Representative**

- Negotiations of 2015-2017 Tentative Agreement concluded in September. It included a 3% increase; the union hopes the state legislature will fund it.

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

- The State is providing financial statement training to all college trustees in December.
- At the recent WACTC meeting, presidents decided to limit the number of capital projects for 2017-2019 to colleges that did not receive funding prior to 2017-2019. The next time Whatcom is eligible to apply is in 2019-2021.

DISCUSSION/TACTC/ITEMS OF THE BOARD

➔ **Board of Trustees Draft Work Plan 2014-2015**

This agenda item was moved to the next board meeting.

➔ **Open Public Meeting Act Training**

This agenda item was moved to the next board meeting.

➔ **TACTC – Legislative Action Committee**

Trustee Rofkar agreed to serve as WCC Board of Trustees representative on the TACTC Legislative Action Committee.

➔ **Transforming Lives Award Nomination**

Chair Douglas would like to ask two trustees to review the nominations and present a select one student. He plans to contact board members individually after the meeting to discuss.

ACTION

➔ **Proposed Board Meeting Dates for Calendar Year 2015**

Trustee Cole moved to approve the Board Meeting Dates for Calendar 2015 as proposed with the option for staff to adjust the dates as needed. The motion was seconded by Trustee Rofkar, and the motion was approved unanimously.

PUBLIC COMMENT

➔ **Chair Douglas called for public comment.**

Michael Singletary informed the board of the Indigenous Peoples' Day celebration on October 13, 9:30-11:30 am in the Syre Auditorium.

ADJOURNMENT

➔ There being no further business, the meeting was adjourned at 3:00 p.m.



MEMORANDUM

TO: Whatcom Community College Board of Trustees

FROM: College Leadership and College Council

DATE: October 28, 2014

RE: 2015-2016 Academic Calendar

Last spring an ad-hoc committee comprised of the Vice President for Student Services, Human Resources Director, Registrar, and Curriculum and Scheduling Manager developed a draft calendar for the 2015-2016 academic year.

Faculty representatives from College Council joined the ad-hoc committee this fall, providing additional insight and recommendations. The draft calendar was distributed campus-wide to each employee group with an opportunity to provide additional feedback. The ad-hoc committee, with faculty representation, reviewed campus input to incorporate needed changes.

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

College leadership and College Council recommend adoption of the proposed 2015-2016 academic calendar.

Suggested Motion

Move to approve the 2015-2016 academic calendar as recommended by college leadership and College Council.

Academic Calendar 2015-2016

September 2015						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2015						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2015						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2015						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2016						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2016						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

March 2016						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2016						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2016						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 2016						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July 2016						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August 2016						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Fall Quarter 2015

- 5-7 Sep Labor Day Weekend - Closed
- 22-Sep Quarter Begins
- 9-Oct No Classes - College Open
- 11-Nov Veterans Day - Closed
- 25-Nov No Classes - College Open
- 26-Nov Thanksgiving Holiday - Closed
- 27-Nov Native American Heritage Day-Closed
- 28-29 Nov Holiday Weekend - Closed
- 11-Dec Quarter Ends
- 25-Dec Christmas - Closed

54 Instructional Days

Winter Quarter 2016

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

55 Instructional Days

Spring Quarter 2016

- 5-Apr Quarter Begins
- 28-30 May Memorial Day Weekend - Closed
- 17-Jun Quarter Ends

53 Instructional Days

Summer Quarter 2016

- 27-Jun Quarter Begins
- 2-4 Jul July 4th Holiday - College Closed
- 19-Aug Quarter Ends

39 Instructional Days

162 Total Instructional Days

170 Total Faculty Contract Days



Quarter Begins



Quarter Ends



- College Closed



No Classes - College Open



Faculty Work Day - No Classes - College Open

MEMORANDUM

Instruction Office and Office of the President

TO: Board of Trustees

FROM: Instruction Office and Office of the President

DATE: November 5, 2014

RE: Request to Seek Degree Approval from SBCTC and Submit Substantive Change Proposal to NWCCU to Offer New Degree Level: Bachelors of Applied Science in IT Networking

Community and technical colleges now play an important role in producing baccalaureate degree graduates in Washington State. The degree pathway provides an affordable option for place-bound students, in particular, and helps fill the gap to meet local workforce needs.

Applied baccalaureate programs stem from a pilot program established by the Washington State Legislature in 2005. In 2012, the Legislature passed E2SHB 2483, authorizing the State Board for Community and Technical Colleges (SBCTC) to approve all applied baccalaureate degree programs offered by community and technical colleges (RCW 28B.50.810).

Whatcom Community College (WCC) has been considering this option for nearly two years and now proposes to capitalize on the strengths of its Computer Information Systems (CIS) and cybersecurity programs to create a new baccalaureate degree pathway not served by existing pathways. While a number of other Washington State community colleges have implemented similar programs in IT (e.g. at Green River Community College and Bellevue College) or in cybersecurity (e.g. at Columbia Basin College and Highline College), the IT networking program closest in proximity at Bellevue College is 95 miles away. Hence, for place-bound Whatcom County residents, there is no pathway to a 4-year IT networking BAS degree (other than online) within reach. The new Computer Information Systems & Security bachelor's degree at WWU requires a higher math level and is not mapped to NSA/DHS standards, nor does it address specialty areas such as Industrial Control and Cloud/Mobile. The proposed Bachelors of Applied Science (BAS) degree in IT Networking at WCC will help meet local area and state demand for IT professionals with bachelor's degrees, and address emerging specialty areas. It builds off of a nationally renowned reputation in CIS and cybersecurity that is unmatched in the state.

This process requires degree approval by SBCTC and will also require Substantive Change approval by the Northwest Commission on Colleges and Universities (NWCCU) because it would be the first baccalaureate degree offered at WCC. As an initial step in the Substantive Change procedure to approve a new degree level not currently listed for WCC in the NWCCU Directory, documentation is required of Board of Trustees approval to develop and offer the proposed degree at the institution.

Therefore, the Instruction Office provides the suggested motion below:

SUGGESTED MOTION

Move to approve WCC's intent to 1) seek IT Networking BAS degree approval from SBCTC and 2) submit a Substantive Change proposal to NWCCU to offer the new BAS degree level.

CC: John Baker, Interim Vice President for Student Services
Nate Langstraat, Vice President for Administrative Services

Reports to the Board of Trustees November 13, 2014 Meeting

ASWCC— Lucas Nydam, President

Student Government

- Hired Hope Robinson as Campus Leadership Coordinator of Campus Advocacy to the ASWCC Executive Board.
- Hired 12 Student Senators representing the diverse population on campus.
- Approved \$1500.00 to fund the placement of a ballot box next to Heiner.
- Organized a campus-wide moment of silence to support Marysville-Pilchuck high school.

Student Involvement

- Programming and Diversity board hosted the Halloween Dance.
- Programming and Diversity Board organized campus wide trick-or-treating.
- Student Ambassadors have been volunteering in local Whatcom County elementary classrooms as part of the Junior Achievement Program.
- Are planning to volunteer between fall and winter quarter. They would like this volunteer work to coincide with the holidays.

Athletics

- The season has concluded for Women's soccer and we have multiple athletes looking to move on and play at four-year universities.
- Volleyball has two matches left in the regular season.
- Men's soccer has guaranteed themselves a playoff berth and will play their first postseason match Wednesday, 11/5.
- Women's and Men's basketball preseason has started. Both teams look very strong and are expected to have good seasons.

WCCFT—Tresha Dutton, President

Upon request by the faculty, a forum was held on Oct 23rd with Vice President Ron Leatherbarrow and Dean Ed Harri. Both Ron and Ed agreed to allow us to generate our own agenda items, and came willing to engage in a conversation. Topics ranged from faculty workload, the effectiveness of the divisional structure, college in the high school, adjunct pay, etcetera. Union leadership facilitated questions from the faculty (approximately 70 full-time and adjunct) and closed with time for final thoughts by both Ed and Ron.

The faculty were appreciative of Ron and Ed's willingness to field a wide range of questions, and their openness to listen to some concerns. The tone of the forum was collaborative, and done with a spirit of inquiry from both the faculty and instruction administrators present.

The first negotiation meeting took place on Monday October 27th. The faculty and administrative teams met to talk about general ground rules and our timeline for negotiation talks this year. Our team looks forward to working with the administrators appointed to the negotiation team this year. We are confident that a productive round of negotiation talks will occur over the course of the next few months.

Administrative Services—Nate Langstraat, Vice President

Administrative Services *(Goal 5.1 Create and manage growth through fiscal, capital, technological and human resource development)*

2014-2015 faculty contract negotiations kicked off in October 2014. Will Webber is serving as the lead negotiator for the faculty union and Nate Langstraat is serving as the lead negotiator for administration.

Finance *(Goal 5.1 Create and manage growth through fiscal, capital, technological and human resource development)*

The Business Office has been preparing for several major upcoming events: Cyberwatch West/NSF Desk Audit (October); Program Accountability Audit – State Auditor (December); Annual Federal Program Fiscal Review – SBCTC (December); Financial Statement Audit – State Auditor (April, 2015).

Preparation for the financial statement audit includes the time-intensive process of verifying, and adjusting when necessary, the ending balances of all balance sheet accounts.

Facilities & Operations *(5.1: Create and manage growth through fiscal, capital, technological and human resource development)*

Design Development (DD) is progressing for the Phyllis and Charles Self Learning Commons. Detailed design continues on the site and building systems and DD will be complete by the end of the year. The project has gone through a value analysis with potential savings and design enhancements identified by a third party review team. Valued engineered items are being reviewed for possible inclusion in the project.

The WCC Pavilion and Student Recreation Center is in construction and, despite some weather related delays, remains on schedule. Steel erection, roof decking and floor slabs will continue through November.

Capital project updates and information is now located on the WCC public website at www.whatcom.ctc.edu/news.

Emergency and Safety Preparedness *(5.3. Promote a safe environment for teaching, learning, and working)*

Each year, WCC promotes first aid and CPR classes for faculty and staff. In October, four sections of first aid and CPR were provided for employees. Sixty-six faculty, staff, and part time employees received two-year certification for their successful completion of the four-hour course.

On October 16, Whatcom participated in the Great Washington Shakeout. The all-campus drill reinforced protective actions in case of an earthquake and tested all aspects of the Whatcom Alert emergency notification system.

Efforts are underway to add desktop notifications to our emergency alert system, which will enhance emergency alerts in classrooms, labs, and offices. This feature will also improve our ability to alert campus populations with special needs.

Whatcom recently participated in the Washington State Institutions for Higher-Education Emergency Managers Workshop, and will continue to collaborate with our partner institutions to improve emergency resource ordering, reporting mechanisms, and mutual aid assistance.

Department-specific safety consultations are ongoing with the assistance of Whatcom's Emergency Preparedness & Safety Manager.

Copy, Print and Mail Services *(5.1: Create and manage growth through fiscal, capital, technological and human resource development)*

Copy, Print and Mail Services staff are pursuing options to allow students to use their Orca Cards to pay for copy and print services. Similar pay devices are offered in the bookstore, at campus vending machines, and at Sodexo locations on campus.

Conference & Event Services (3.1 Increase College Stature as a community and educational partner)

Internally, Conference & Event Services (CES) will be supporting the Intercultural Center Latino Club presentation on November 4, the HR office sponsored Flu Shots, Outreach's Middle School Tours, The Fall Drama Production running November 16-22, and a special presentation from the Student Life Office on November 7.

Externally CES will welcome back the Worldwide Dream Builders one-day seminar, the Department of Retirement one day seminar, the Chuckanut Radio Hour, and new client, the Special Olympics Youth Summit.

Orca Field will be the host site for NWC District Playoffs for Whatcom County High School Soccer teams.

Technology (5.1 Create and manage growth through fiscal, capital, technological and human resource development)

IT will be refreshing the campus wireless system during winter quarter using the vendor Aruba Networks. Installation is planned to begin mid-January.

Bookstore (Goal 5.1 Create and manage growth through fiscal, capital, technological and human resource development)

The Bookstore has partnered with Missouri Book Services to offer Direct Digital ebook services to students. Beginning winter quarter, students will be able to purchase access codes for electronic versions of texts not only through the cash register, but also via the Bookstore's new ecommerce website. This service will be particularly useful for the online and distance learning students.

➤ **Student Services—John Baker, Interim Vice President**

• **Financial Aid** (Goal 1.1 Financial Assistance increasing student achievement in transfer and career preparation, 1.3 Financial Assistance increasing access for diverse and nontraditional student populations, 4.3 Financial Assistance increasing access for under-represented populations)

- Fall Quarter Emergency Scholarship awards
 - 38 students received assistance to help relieve emergency financial stress.
- First Generation Low Income Students*
 - 59% of Pell Grant Recipients in 2014-2015 are first generation college students (percentage is as of October 15)
- College Bound Scholarship Recipients*
 - 121 recipients for 2014-2015 (number will increase over the year)

*From a financial aid point of view these students (first gen & College Bound) are often required to submit additional documentation to complete the financial aid process. A high percentage of these students are selected for verification, required to provide proof of citizenship or other additional documentation required in the federal process.

- The Real Hope Act: Undocumented students realizing the DREAM Committed to providing college access, WCC minimizes barriers by offering in-state tuition and grant funds to eligible DREAMers.
 - 26 applicants – all 20 who enrolled at WCC received funding
- Washington State Need Grant (WASFA –State Financial Aid Application)
 - 17 recipients for 2014-2015
- WCC Gateway Scholarship (students eligible for WASFA, gap scholarship to help cover tuition & books not covered by the State Need Grant)
 - 11 recipients for 2014-2015
- WCC DREAM Scholarship (undocumented students/HB1079 eligible)

- 3 recipients for 2014-2015
- **Registration** (*Goal 1.1 Increase student achievement in transfer and career preparation, 1.2 Increase academic support for students, 2.1 Maintain currency in college curriculum and delivery 4.3 Increase access for under-represented populations.*)
 - Improving admissions process: updating web pages with new information for Dreamer students; sending admission's letters with the president's signature; increasing email and other communications to new students with information on campus events and resources; and, surveying applicants who never enroll in classes.
 - Working collaboratively on projects and initiatives: Strategic Enrollment Management plan; High School 21+; College in the High School; ctcLink; Achieving the Dream; and, Dreamers training.

➤ **Instruction—Ron Leatherbarrow, Vice President; Ed Harri, Dean for Instruction; Janice Walker, Workforce Education Director**

- **Nursing Program Accreditation Visit** (*2.1 Maintain currency in college curriculum and delivery; 2.2 Improve instructional delivery; 2.3 Improve student learning*)
 - The nursing program hosted a successful site visit by their accrediting body, ACEN (Accreditation Commission for Education in Nursing). The visit was the first of three phases of review. The recommendation and report resulting from the visit will be examined by the Evaluation Review Panel (ERP) in January, and following will go to the Board of Commissioners in mid-March. This Board is responsible for assuring that all nursing programs across the nation are treated equitably. A final decision will be made around mid-April. The site review team found WCC's nursing program to be in compliance with all six standards for the program and only five needed development areas were identified, which is considered exceptionally positive (most programs have many of these). The team chair shared that they are very impressed with WCC's and our community's support for the program, as well as the quality of faculty, students, student support, partner clinical sites, and staff.

Achieving the Dream (*1.2 Increase academic support for students, 5.4 Foster an evidence-based culture of continuous improvement*)

Over the past month, the College has had evaluators from College Spark and its ATD coaches on campus to hear reports on our progress and provide us with feedback. The evaluation visit was held in October, and it went well. The ATD coaches are visiting on November 5-6. Faculty and staff leaders continue to make progress on curriculum development, teaching and learning approaches, and process review. In addition, the College is planning a series of student focus groups during the 2014-15 academic year to gather feedback from specific groups of students that can be used in reviewing our processes and plans.

- **Service-Learning** (*1.4. Introduce new opportunities for student learning and engagement; 2.3. Improve student learning; 3.1. Increase College stature as a community and educational partner; 3.2. Lead collaborative efforts with other educational institutions*)
 - Kristine Smith will present during two sessions of the Continuums of Service Conference hosted by Campus Compact in April. One presentation will include the directors and coordinators from the Whatcom County Higher Ed Service-Learning Consortium (includes WWU, NWIC, BTC, and WCC). The other presentation will be with WCC faculty member Dr. Anne George.
 - The National Day of Service, Make a Difference Day, was held on October 25, 2014. The service-learning program brought 29 WCC students to Growing Veterans Garden for a full day work project.

- Service-learning is expanding in various programs at WCC. Students in health education, ESLA, environmental science, abnormal psychology, environmental psychology, economics, humanities, drawing, sculpture, biology, geology, and CCI (Community College Initiative program) classes will be involved in community engagement this school year.
- Three WCC faculty members, Kristine Smith, Caryn Friedlander, Anne George, and Intercultural Affairs Director Betsy Hasegawa are involved in a four day community building training with representatives from the WWU, WCC, BTC and NWIC Service-Learning programs, plus leaders from the community and industry in Whatcom County. The group will learn collaboration skills while working on a class project. The class project will result in a newly designed and decorated foyer for the Whatcom County Health Department office on Girard Street. This office serves WIC (nutrition program for women, infants and children), veterans, the Whatcom County needle exchange, and the general public. The newly decorated office will serve as a more welcoming and calming environment for those accessing services. This training and class project will launch the consortium and larger groups to engage in large community projects in the future.

Strategic Enrollment Management *(5.1 Create and manage growth through fiscal, capital, technological and human resource development)*

On October 10, a group of faculty and staff attended strategic enrollment management training in Lakewood, WA. The participants returned with valuable ideas to support the College in its development of a strategic enrollment management plan in 2014-15. The planning process will consist of feedback from faculty, staff, administration, and students and be facilitated through the existing strategic enrollment management ad hoc task force.

- **Grants and Appropriations** *(1.1 Increase student achievement in transfer and career preparation; 1.2 Increase academic support for students; 1.3 Increase access for diverse and nontraditional student populations; 2.1 Maintain currency in college curriculum and delivery; 2.3 Improve student learning; 3.1 Increase College stature as a community and educational partner; 3.2 Lead collaborative efforts with other educational institutions; 4.3 Increase access for under-represented populations)*
 - In October, WCC submitted an application to the American Council on Education's Institutional Transformation Award competition. The proposal, titled "Riding the Wondrous Wave of Transformation at Whatcom Community College," showcases the strides WCC has made in the following areas: (1) evidence-based decision making, (2) diversity, (3) technology education, and (4) first year experience.
 - On the heels of the College's acquisition of a new 3d printer, WCC has applied for \$5K from the National Education Association Foundation's Learning and Leadership grant competition to fund a faculty learning community on 3d printing. The proposed faculty learning community represents a multi-disciplinary group of faculty across STEM fields, art, and beyond. The purpose is to inspire, connect, and catalyze curriculum development. The end result will be enhanced student experiences.
 - We are exploring applying for another NSF Capacity Building project grant. It would primarily be focused on funds to support the development of advanced courses for the new IT Networking baccalaureate degree, whose application is also in process. Approximately \$500k will be requested for this project.
- **Cyber Risk Summit** *(2.5 Increase professional development opportunities for faculty and staff; 3.1 Increase College stature as a community and educational partners; 3.3 Be an active partner in economic development)*
 - WCC, the Technology Alliance Group NW, and WWU partnered to present an all-day event targeted at small and mid-size businesses held at WCC's Syre Center on October 30. Approximately 150 people and over 70 companies and organizations were represented including a variety of businesses, higher education, banks, city governments, and non-

- profits. The event included a full day of speakers from the Governor's Office and the State of Washington, the FBI, Dept. of Treasury, and cybersecurity industry. Morning and afternoon interactive break-out groups addressed issues for human resources and legal professionals, information technology professionals, and CEOs. Continuing education units were offered for attending accounting and human resources personnel. WCC and WWU cybersecurity students participated in a lunchtime panel to provide the audience with a feel for how well these programs are preparing students for the current and future workforce. Closing out the day was a discussion summarizing the take-aways and the steps for participating businesses to launch their corporate cyber risk strategy, followed by a networking reception and tours of our newly remodeled CIS labs. Attendees were provided with numerous resources and information to assess and mitigate their cyber risk. While this first event experienced a few organizational "bumps" due to it being a first-time partnership of this kind, comments indicated that participants felt it was a very worthwhile event.
- **Compass to Campus** (*1.4 Introduce new opportunities for student learning and engagement; 3.1 Increase College stature as a community and educational partner; 4.1 Reinforce diversity elements in the curriculum*)
 - This fall, ten Whatcom Community College students are enrolled in a three credit Compass to Campus course, which is held at WCC and co-taught by Cyndie Shepard (WWU), Amy Riedel, and Betsy Hasegawa. After taking specialized course work for three weeks, our students, along with 300-350 WWU and Skagit Valley College students, will serve as mentors for 4 hours each week to middle and high school students in Title I schools where at least 40% of the students qualify for free or reduced lunches across Whatcom and Skagit counties. Also, on October 21 about 1,000 fifth graders from local area schools attended an all day tour of Western Washington University. The tour guides for this event were the Compass to Campus WCC and WWU mentors. The fifth grade students attended a large assembly in Carver Gymnasium where some of the children donned graduation attire and were given diploma binders, with the hope of inspiring them to go on to college. Mentors gave guided tours including science and other academic demonstrations, a lunch in the Viking Union, and an opportunity to ask college students questions one on one. The energy of this day was palpable; the fifth graders were engaged and excited. Additionally, WCC students had the opportunity to experience a university setting. Noteworthy information is posted on the Compass to Campus website, <https://wce.wvu.edu/c2c/history>.

➤ **Foundation and College Advancement – Anne Bowen, Executive Director**

- **Foundation/Advancement** (*3.1.2 – Expand partnerships with community and business organizations; 3.1.3 – Develop the College's and Foundation's community involvement and presence; and 5.2 – Diversify and secure funding/resources from external sources.*)
 - **Fundraising Progress Update:**
 - Draft reports for October 2014 show we have received 24 gifts totaling \$29,489. Year to date as of October 31, 2014 we have received \$93,793 in gifts and pledges, compared to \$88,097 received last year at this time.
 - Preparations for the annual year end appeal are underway.
 - **Foundation Events:**
 - **Donors Appreciation Breakfast** –On Oct. 3, donors and scholarship recipients gathered at the Bellingham Golf & Country Club for our 5th annual donor recognition breakfast. Students had an opportunity to meet and thank donors, and share stories about the impact of WCCF scholarships on their lives. The Leader in Exception Giving Awards were given to Ken and Kathy Hertz, and the Thomas and

Martina Horn Foundation (including Board members Donna MacDonald, Orphalee Smith and Bruce Smith).

- **Winter Holiday Luncheon** – *Save the date* - The Foundation is hosting the Winter Holiday Luncheon December 3rd in Syre Student Center, from 11:30 am to 1:30 pm.
- **Other Activities:**
 - The Foundation is in the final stages of wrapping up the 2013/14 fiscal year audit.
- **Communications, Marketing and Publications** (3.1: Increase College stature as a community and educational partner)
 - **College marketing** –
 - Production completed this month on new College videos. Final product available by the end of November.
 - Marketing and communications team received two silver and two bronze Medallion Awards from the National Council for Marketing & Public Relations (District 7). The awards recognize campus construction messaging campaign (silver), fall community education schedule (silver), annual report (bronze) and media success story/student editorials (bronze).
 - **Design/messaging support** –
 - Elearning brochure
 - My WCC web images/homepage layout assistance
 - Informational “one sheets” for Workforce Education
 - **Web/Social Media Development**
 - Website work group is continuing to lead the College’s website redesign project. The project is currently in the programming phase and the new website is scheduled to launch winter quarter.
 - [Facebook](#): Most popular posts from the last month include Sept. 30 time-lapse video of south quad (17 likes, 1,064 people reached), Oct. 13 photo of Kathi in Japan (41 likes, 742 people reached), and Oct. 16 Great Shakeout reminder video (1,150 people reached).
 - [Twitter](#): Twitter has been focused on helping TAG NW promote the Oct. 30 Cyber Risk Summit and WCC’s recent cybersecurity accolades. We’ve received retweets from WWU President Bruce Shepard, SBCTC, Rep. Rick Larsen, and the Governor’s Office to name a few.
 - [LinkedIn](#): We’re now working with HR to post Whatcom job announcements to our company LinkedIn page. The posts have already showed increased engagement.
 - [Instagram](#): Whatcom’s Instagram continues to grow and engage with current students. Our most popular photos from the last month include Pavilion construction (13 likes), cybersecurity article (20 likes), and fall campus shots (22 likes).
 - [Friends & Alumni](#): The Friends & Alumni Newsletter is sent on a quarterly basis to 575 subscribers. Recent articles included news briefs on the CIS program’s national recognition, Hobsons student success award, and early childhood education op-ed.
 - **Highlights Of Media Coverage**
 - [Ferndale drill helps police prepare for school shooters](#), Bellingham Herald, 10/24/14
 - [Whatcom Community College plays critical role in nation’s cyber defense](#), Bellingham Herald, 10/20/14
 - [Whatcom Community College recognized as national leader in cybersecurity](#), The News Tribune, 10/14/14

- [Whatcom Community College recognized as national leader in cybersecurity](#), Bellingham Herald, 10/14/14
- [Cyber Risk Summit coming to Bellingham](#), The Chamber, 10/9/14
- [Cyber Risk Summit coming to Bellingham Oct. 30](#), **BBJ Today, 10/1/14**

Whatcom

COMMUNITY COLLEGE

Revised 2015 Meeting Schedule of *The Board of Trustees*

**Second Wednesday of the Month (per WAC 132U-104)
2:00 p.m. (unless otherwise noted with an *)**

**Whatcom Community College
Laidlaw Center Board Room (LDC 143), 237 W Kellogg Road
Bellingham, WA 98226**

Wednesday, January 14

Wednesday, February 18*

Wednesday, March 11

Wednesday, April 8

Wednesday, May 20*

**Wednesday, June 10
(6/19 commencement ceremony)**

Wednesday, July 8

Thursday & Friday, August 20 & 21* (Board Retreat)

Wednesday, September 9

Wednesday, October 14

Thursday, November 12 (work session; start at 12 noon)*

Wednesday, December 9