

MEMBERS:

- **Steve Adelstein,**
Chair
- **Barbara Rofkar,**
Vice Chair
- **Tim Douglas**
- **John Pedlow**
- **Diane Staves**

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
July 13**

- I. Call to Order, Approval of Agenda, and Notice of Public Comment Time
- II. Strategic Conversations
 - Emergency Preparedness Update – Raquel Vernola, Emergency Preparedness, Safety and Security Manager
 - Nursing and Allied Health Program Update – Annette Flanders, Director for Nursing; Margaret Anderson, PTA Faculty; Cindy Burman-Woods, Director for Workforce Projects; Sarah Jordan, WCC Student
- III. Consent Agenda Tab 1
 - a. Minutes of May 11 2016 Board of Trustees Meeting (Attachment A)
- IV. Action Items
 - Proposed 2016-17 WCC Operating Budget (second Reading, possible action) Tab 2
 - Proposed ASWCC Services and Activities Budget 2016-17 (second reading, possible action) Tab 3
 - Proposed WTA Universal Bus Pass (first reading, possible action) Tab 4
- V. Report from the President
- VI. Reports Tab 5
 - ASWCC – Aldo Suseno, President
 - WCCFT – Tresha Dutton, President
 - WFSE – Michelle North, Representative
 - Administrative Services – Vice President Nate Langstraat
 - Student Services – Vice President Luca Lewis
 - Instruction – Vice President Curt Freed
 - Advancement/Foundation – Sue Cole, Executive Director
- VII. Discussion / Items of the Board
 - Election of Officers
 - July Board Meeting
- VIII. Executive Session*
 - (g) as provided in RCW 42.30.140 (4)(a), to discuss collective bargaining
- IX. Public Comment
- X. Adjournment

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

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



CONSENT AGENDA

- a. Minutes of May 11, 2016 the Board of Trustees Meeting (Attachment A)

SUGGESTED RESPONSE

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

Whatcom

COMMUNITY COLLEGE

MINUTES

BOARD OF TRUSTEES MEETING

Laidlaw Center Board Room

Wednesday, May 11, 016

2:00 p.m.

- ➔ **CALL TO ORDER** Chair Steve Adelstein officially called the Board of Trustees meeting to order at 2:01 p.m. Present in addition to the chair were trustees Barbara Rofkar, Diane Staves, John Pedlow, and Tim Douglas, constituting a quorum. Others present included President Kathi Hiyane-Brown; Curt Freed, Vice President for Instruction; Nate Langstraat, Vice President for Administrative Services; Luca Lewis, Vice President for Student Services; Sue Cole, Executive Director for Institutional Advancement; Ed Harri, Dean for Instruction; Melissa Nelson, Assistant Attorney General; and Rafeeka Kloke, Special Assistant to the President.

ACTION TO ACCEPT AGENDA

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

STRATEGIC CONVERSATIONS

- ➔ **Proposed ASWCC Services and Activities Budget 2016-17**

Tyler Gilmore, ASWCC Director for Operations and Budget Committee Chair, shared a PowerPoint presentation of the proposed 2016-17 ASWCC Service and Activities Budget. Chair Adelstein asked that the actual expenditures for 2015-16 be provided to the Board at the June meeting. The proposed budget will be presented to the board for approval at the June meeting.

- ➔ **Proposed 2016-17 WCC Operating Budget**

Nate Langstraat, Vice President for Administrative Services, shared a PowerPoint presentation which provided an overview of the budget process, fiscal climate, and the proposed 2016-17 WCC Operating Budget.

Notable budget impacts included:

- HCA vs Moore settlement totaling \$32.4 million for Community and Technical College system, with \$19 million state appropriation CTCs are required to cover the remaining \$13.4 million with local funds. Whatcom's share is estimated at \$270,000.

- Nearly \$13 million shortfalls created from inadequate backfills for compensation increases and tuition reductions.

The finalized proposed 2016-17 Operating Budget will be presented to the board for action at the June meeting.

CONSENT AGENDA

➤ Consent Agenda (Calendar)

- a. Minutes of the April 20, 2016 Board of Trustees Meeting (Attachment A)
- b. Proposed Winter Quarter Graduates (Attachment B)

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

PRESIDENT'S REPORT

- Na Eun Kim and members of the Social Justice Equity and Pluralism Committee did a wonderful job on the Student Leading Change Conference. There was an impressed with the slate of student speakers from Whatcom Community College and Western Washington University. Trustee Staves added that she enjoyed the conference and were impressed with the topics and presenters.
- Mr. Robert Simpson, a longtime supporter of WCC students and the College passed away recently. The College hosted a private reception for the Simpson family after the memorial service on May 7, 2016.
- During the 2015-16 academic year, the College submitted 61 grants, received 32 grant awards, and have 19 grants pending. Kudos to Alison Scherer, Grant Manager, and a number of faculty and staff for their exceptional work on grants solicitation.
- The College received a one year grant renewal for the College Access Corps program through Washington Campus Compact. Lucas Nydam, former WCC student, has been serving as College Access Coach through this grant and will remain in his position for another year.
- The College has been invited to submit an application for a student scholarship project with a private foundation and the Aspen Institute. It is specifically for students enrolled in the Physical Therapist Assistant program.
- WCC has been selected as one of nine colleges to be interviewed by the state board and College Sparks for Guided Pathways grant. A total of five colleges will be selected to receive a grant of \$100,000 per year for five years.
- The Learning Commons is included on the list of capital projects for the 2017-19 system capital funding requests.

- A study to look at pedestrian safety improvements will be completed by end of spring quarter.
- President Kathi recently presented at Bellingham Bay Rotary club. Thank you to Tresha Dutton for providing the opportunity.

REPORTS

- **ASWCC** – Na Eun Kim , Vice President
 - 125 people attended the 3rd Annual Student Leading Change Conference.
 - Student Senate funded two additional water stations on campus.
- **Student Services** – Luca Lewis, Vice President
 - Approximately 50% of students who attended WAVE orientations were first time students at Whatcom. The College has not made WAVE orientations mandatory at this time. Staff is working to ensure that we have sufficient capacity and ability to provide other avenues to engage students besides WAVE orientations.
- **Advancement/Foundation Office** – Sue Cole, Executive Director
 - Magic of Whatcom event is sold out with 210 tickets sold.
 - The Foundation is currently working on WCC 50th Anniversary celebration.

DISCUSSION/TACTC/ITEMS OF THE BOARD

- **August Board Retreat -topics**
 - Chair Adelstein will work with President Kathi on the agenda for the board retreat. He encouraged board members to send ideas to him, President Kathi, or Rafeeka Kloke.
 - Trustee Douglas suggested two items for board discussion at the retreat: 1. Enhancing outreach for board to engage the community 2. The College’s role in economic development.
 - Trustee Staves said she would like some talking points for board members to use to promote the College.

BREAK

- The meeting was adjourned for a five-minute break at 3:35 p.m.
- The meeting reconvened into open session at 3:40 p.m.

EXECUTIVE SESSION

- At 3:40 p.m. the meeting was adjourned for a closed Executive Session of the Board for approximately 20 minutes to “... as provided in RCW 42.30.140 (4)(a), to discuss collective bargaining”
Chair Adelstein announced that no action was anticipated. Guests included President Kathi

Hiyane-Brown, Nate Langstraat, Vice President of Administrative Service, Curt Freed, Vice President of Instruction, and Assistant Attorney General Melissa Nelson.

The Executive Session adjourned and the Board reconvened into open session at 4:00 pm.

PUBLIC COMMENT

- Dan Andreason, Maintenance Mechanic at WCC, who is part of the WFSE negotiating team, read a statement to the Board.
- Mark Hamilton, WFSE state labor rep, stated that WCC is great example of a campus with good labor management relations.

ADJOURNMENT

- There being no further business, the meeting was adjourned at 4:08 p.m.

TO: WCC Board of Trustees

FROM: Kathi Hiyane-Brown, College President

DATE: Wednesday, June 8, 2016

RE: **Fiscal Year 2016-2017 College Operating Budget**

The 2016-2017 Whatcom Community College operating program and budget was developed in accordance with the priorities developed in the College's strategic plan. The Budget Review Committee is to be commended for its work in discussing budget-related issues, priorities, and strategies as they were presented and for fulfilling its charge by communicating budget information to colleagues.

Whatcom's allocation for state full-time equivalent (FTE) students is based on the target level provided by the State Board for Community Technical Colleges. Some variable FTE are yet to be allocated. The budget was developed to serve 2,477 regular state-funded FTE, 650 Running Start FTE, 325 International Programs FTE, for a projection of 3,452 FTE students.

Per the 2015-2017 legislatively approved operating budget, cost of tuition will remain unchanged in year two of the biennium, with the exception of a slight inflationary increase to the building fee portion of tuition.

The budget includes investment in new full-time tenure-track faculty positions, as well as the replacement of faculty and staff positions in areas of the College that are needed to facilitate growth at WCC upon approval of the President.

Focused growth management in a number of areas continues to be critical as we rely more heavily on them as revenue sources to help fund the College's operating budget—such as Running Start, eLearning, and International Programs. These areas continue to experience enrollment growth. In addition, efficiencies and sound practices in managing the schedule by instructional leadership, coupled with a focused strategic enrollment management plan and continued support from the WCC Foundation, are critical components to balancing the budget.

In approving the budget, the Board of Trustees authorizes:

- ▶ the College President to proceed with the execution of the planned program;
- ▶ the College President to transfer funds within the General Fund, or from local and other funds, to eliminate any cash deficit as required by RCW 43.88.2601, to provide working capital, and to support approved projects and activities;
- ▶ the tuition and fee schedule as established by law, by the State Board for Community and Technical Colleges, as implemented by the College President, and as listed in the College catalog and published on the College website;
- ▶ the College President to accept allocation amendments from the State Board for Community and Technical Colleges, to accept such grants and contracts as may be acquired during the budget period, and to report on such changes, as needed, to the Board of Trustees;

- ▶ the addition of staff and faculty positions necessary to carry out the College's programs, as well the College's annual work plan and current strategic plan ; and
- ▶ the College President to determine the fee schedule for contract courses and programs.

Faculty and staff have had opportunity to review budget information during its process of development, particularly as part of the web-based budget development exercise. Further, a thorough review by the President and Cabinet members has been conducted. **The budget is recommended to the Board of Trustees as an effective and responsible use of State and local resources.** I would like to recognize the work of many staff and faculty over the past several months to develop the budget as presented to you, particularly given the challenging fiscal climate in higher education.

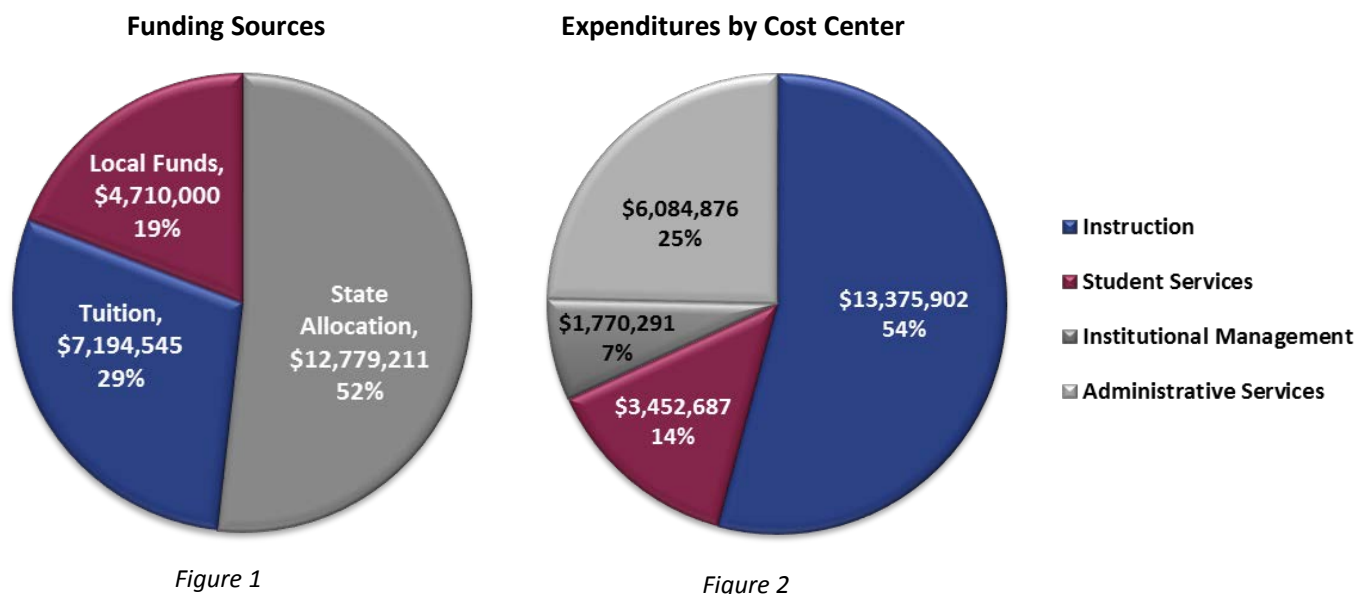
KHB

2016-2017 Operating Budget Overview

The proposed 2016-2017 Operating Budget was prepared with campus-wide involvement, following guidelines developed by the Budget Review Committee. This budget addresses legislative mandates and State Board for Community and Technical College (SBCTC) appropriations, while meeting local demand and maintaining consistency with Whatcom's strategic goals.

The 2016-2017 legislative budget appropriates funding for higher education, primarily related to healthcare rate changes and cost of living adjustments for all state employees. Flat enrollments, unfunded mandates, and inflationary impacts, compounded by the need to replace essential services present a challenging fiscal environment. As a result, Whatcom continues rely more heavily on locally-generated funding sources, such as International Programs, Running Start, and eLearning.

Figure 1 and Figure 2 demonstrate the College's funding sources and expenditures by cost center as related to the operational budget. The 2016-17 operating budget represents a 7.15% increase over the 2015-16 year.



The budget development process included the following information, which is represented in the College's FY2017 operational budget.

- ▶ **Compensation:** A cost of living adjustment (COLA) was included in the biennial budget, equating to a 1.8% increase in year two of the biennial budget. All employees are budgeted to receive this adjustment, totaling approximately \$240,000. State appropriated funding was not adequate to cover the full cost of this investment in employee wages.
- ▶ **Tuition:** Tuition rates for two-year degrees and certificates at community and technical colleges remain at the current level, as outlined in year two of the legislatively approved biennial budget. However, the building fee portion of tuition will receive a slight increase of 1.5% as mandated to match inflationary indices. The building fee is remitted back to the SBCTC to be held in the system's Building Fund. Coupled with a conservative forecast based on flat enrollment levels and FY2016 actualized operating fee collections, tuition revenue is forecasted at \$7,194,545.

- ▶ **Local Funding Sources:** Focused growth management in a number of college areas continues to be critical as we rely more heavily on local funding sources to support the College's operating budget. \$4,710,000 in locally-generated revenue will be leveraged for fiscal year 2016-17, inclusive of \$85,000 in direct support from the WCC Foundation to offset operational expenses. This increase in support also reflects areas where significant enrollments growth is occurring, such as International Programs, Running Start, and eLearning.
- ▶ **Healthcare Rate Changes:** The employer portion of state employee health insurance increased from \$840 per month per employee to \$888 per month per employee, totaling approximately \$200,000. State appropriations were inadequate to cover the increased healthcare rate expenses.
- ▶ **Full-time Faculty Salary Improvement:** An investment of \$54,000 was made in salary improvements for full-time faculty members as a result of tenure, promotions and faculty education workshops. In addition, \$36,550 was re-invested in full-time faculty salaries based on turnover savings.
- ▶ **Student Achievement Initiative:** SAI variable funding is now included in the new allocation model. In this initial cutover year, the SAI data from 2014-2015 was used again as SAI data is not typically finalized until the fall of each year. Almost \$36 million was set aside for performance funding, of which WCC received just over \$1 million.
- ▶ **Other Notable Budget-Related Items**
 - Funds historically earmarked by SBCTC are now distributed through the new allocation model, including support for Worker Retraining, Students with Disabilities, Students of Color, and Maintenance & Operations (M&O). Total earmarked funding for WCC programs totaled just more than \$875,000.
 - College employee benefits are disbursed throughout the four cost centers to reflect benefits for those employees serving in their respective areas. Employee benefit expenses for those funded by the operating budget total almost \$5.2 million.
 - Additional revenue sources may be realized or allocated after July 1, 2016 and are not reflected in the operational budget (e.g., Perkins, HEET and other pending grant applications, etc.). Expenditures shifted to these funding sources (if appropriate) will relieve some reliance on local funds or other institutional resources.
 - The Health Care Authority (HCA) vs. Moore case related to the eligibility of part-time state employees for healthcare benefits resulted in an \$80 million settlement. The share of this settlement for the community and technical college system totaled \$32.4 million, of which \$19 million was appropriated to pay this debt. The remaining \$13.4 million was assessed to individual college districts based on their respective share of the liability and number of part-time employees. WCC's one-time assessment totals approximately \$270,000 and will be remitted to the Office of Financial Management early during the 2016-17 fiscal year.

**WHATCOM COMMUNITY COLLEGE
OPERATING BUDGET
REVENUES BY SOURCE**

REVENUE SOURCES	F/Y 2015-2016	F/Y 2016-2017
State General - Base Allocation	\$ 10,788,759	\$ 12,779,211
Worker Retraining (Base and Variable)	300,573	-
Opportunity Grants	279,412	-
Disability Accommodations	53,891	-
Students of Color	16,160	-
Student Achievement Initiative	100,000	-
State Allocated Funds	\$ 11,538,795	\$ 12,779,211
Operating Fee	\$ 7,199,926	\$ 7,194,545
Other Locally Provided Funds		
Running Start Support	2,152,000	2,300,000
International Programs	900,000	1,000,000
eLearning	1,000,000	1,100,000
Other Fees and Enterprises	160,000	225,000
Foundation Contribution	85,000	85,000
Locally-Provided Funds	\$ 4,297,000	\$ 4,710,000
TOTAL BUDGETED REVENUES	\$ 23,035,721	\$ 24,683,756
State Funded Student FTE's	2,435	2,477

**WHATCOM COMMUNITY COLLEGE
OPERATING BUDGET
EXPENSES BY BUDGET AREAS WITHIN COST CENTERS**

COST CENTERS	BUDGET AREAS	F/Y 2015-2016	F/Y 2016-2017
INSTRUCTION	Division 1 - Academic Resources and Health Professions	\$ 1,599,031	\$ 1,632,729
	Division 2 - Arts and Humanities	1,906,103	2,030,953
	Division 3 - Sciences, Technology, Engineering & Math	2,208,198	2,412,742
	Division 4 - Social Sciences and Business	1,766,335	1,899,721
	Instructional Administration	4,111,039	4,332,609
	Stipends / Special Projects	116,638	130,380
	Library Operations	584,461	607,751
	Instructional Equipment	20,000	20,000
	Learning Center and Intercultural Center	298,981	309,017
			<u>\$ 12,610,787</u>
STUDENT SERVICES	Students Services Administration	\$ 855,959	\$ 905,476
	Registration / Records / Testing / Outreach	650,296	656,327
	Counseling / Assessment / Advising	910,702	1,014,097
	Financial Aid	593,596	590,159
	Student Life	234,132	286,628
			<u>\$ 3,244,684</u>
INSTITUTIONAL MANAGEMENT	Institutional Administration / President's Office	\$ 733,166	\$ 778,904
	Advancement / Foundation / Public Information	559,403	665,220
	Institutional Research	179,697	180,117
	Staff Development	34,000	57,000
	Facilities / Equipment / Program Development	87,550	89,050
			<u>\$ 1,593,816</u>
ADMINISTRATIVE SERVICES	Administrative Services Administration	\$ 1,002,320	\$ 1,061,364
	Human Resources	303,829	320,921
	Business Office	363,788	382,167
	Copy/Print and Mail Services	414,718	441,539
	Information Technology	556,898	567,645
	Facilities Management	2,796,780	3,150,140
	Benefits / Insurance / Other Administrative Exp.	148,100	161,100
			<u>\$ 5,586,432</u>
TOTAL BUDGETED EXPENSES		<u><u>\$ 23,035,720</u></u>	<u><u>\$ 24,683,756</u></u>



MEMORANDUM

Associated Students of Whatcom Community College

TO: Board of Trustees

FROM: Tyler Gilmore, ASWCC Director of Operations

CC: ASWCC Executive Board

DATE: June 8, 2016

SUBJECT: Services and Activities Fee Budget Proposal

The Associated Students of Whatcom Community College (ASWCC) respectfully ask the Board of Trustees to approve the 2016-2017 proposed budget.

Purpose: To provide WCC students services and activities for 2016-2017 academic year.

Summary of the budget proposal:

Estimated Services & Activities fee revenue is based on projected 2016-2017 FTE levels. (Full-Time Equivalent: 12 credit hours fulfilled by one student equals one FTE). This conservative estimate was developed in coordination with the Director for Business and Finance, and the Vice President for Administrative Services.

An estimated \$10,000 decrease in resources for the 2016-2017 academic year based on the level of student enrollment the college anticipates for the upcoming academic year.

The estimated total cost for replacement of Field Turf is \$700,000 and will be needed in – summer 2016. These funds also may be used for making other major improvements, approved by the Senate.

The ASWCC Budget Committee has thoughtfully reviewed all requests and presents a budget reflecting balance among the various activities to benefit all students. Collaboration with the Operational Budget prevented overlap from occurring.

Rationale:

In approving this budget, the Board of Trustees authorizes:

- The ASWCC and the Director for Student Life and Development (DSLDD) to proceed with the execution of the planned program.
- The transfer of funds between budget categories as required during the fiscal year to support approved projects and activities. The Board authorizes the ASWCC President and the Director for Student Life and Development to approve these transfers.
- The ASWCC S&A Fee Budget Committee in coordination with DSLDD, in partnership

with the Business Office Director to adjust the estimated S&A fee revenues during the fiscal year and to allocate additional resources within the approved budget. The Board recognizes that this annual budget is a projection, and that actual revenues and expenses may vary from the projections during the execution of the budget in 2016-2017.

Suggested Motion: Move to approve 2016-2017 WCC Services & Activities Budget of \$776,052 as outlined and proposed by the ASWCC Budget Committee.

Whatcom Community College



SERVICES AND ACTIVITIES FEE BUDGET

2016-2017

Approved by the ASWCC Executive Board - May 3rd, 2016

Approved by the ASWCC Senate – May 5th, 2016

Associated Students of Whatcom Community College

Vision:

The ASWCC aims to achieve a dynamic campus environment in which all students are represented and have the opportunity to participate.

Mission:

Serve students by providing diverse opportunities for involvement to build campus community and represent student concerns in college decision-making.

ASWCC
SERVICE AND ACTIVITY FEE BUDGET
2016 - 2017

SUBMITTED BY
JOHNATHAN TYLER GILMORE
ASWCC EXECUTIVE BOARD

BOARD OF TRUSTEES

STEVE ADELSTEIN, CHAIR
BARBARA ROFKAR, VICE CHAIR
TIM DOUGLAS
JOHN PEDLOW
DIANE STAVES

KATHI HIYANE-BROWN, PRESIDENT

ASWCC S&A FEE BUDGET COMMITTEE

TYLER GILMORE, CHAIR
JARRET MARTIN, EXECUTIVE REPRESENTATIVE
LAMON ALLEN, STUDENT AT-LARGE
BLAIR WINSLOW, STUDENT AT-LARGE
HUI-LING CHAN, EXECUTIVE ADVISOR
LUCA LEWIS, ADMINISTRATIVE REPRESENTATIVE
NATHAN LANGSTRAAT, EX-OFFICIO
LAURA SINGLETARY, EX-OFFICIO
MATTHEW SANTOS, EX-OFFICIO

MEMORANDUM

Associated Students of Whatcom Community College

TO: Board of Trustees

FROM: ASWCC Student Senate

DATE: May 11, 2016

RE: 2016-2017 Service and Activity Fee Budget

The 2016-2017 Service and Activity (S&A) fee budget has been developed by the ASWCC S&A Fee Budget Committee. The committee evaluated each individual request in order to comprehend exactly what the department was requesting.

We looked at:

- a. Current and past spending and funding requests. (I.E. expenditures this year and budget requested last year.)
- b. Extent of outreach to students (I.E. number of students who benefit from program or use the facility)
- c. Number of student employees
- d. The amount administrative support this organization.
- e. Diversity and equity within the organization. (I.E. organizational alignment with the college's mission and vision towards equity and inclusion)

In approving this budget, the Board of Trustees authorizes:

- The ASWCC and the Director for Student Life and Development to proceed with the execution of the planned program.
- The transfer of funds between budget categories as required during the fiscal year to support approved projects and activities. The Board authorizes the ASWCC President and the Director for Student Life and Development to approve these transfers.
- The ASWCC S&A Fee Budget Committee in coordination with the Director for Student

Life and Development in partnership with the college’s Business Office Director to adjust the estimated S&A fee revenues during the fiscal year and to allocate additional resources within the approved budget. The Board recognizes that this annual budget is a projection, and that actual revenues and expenses may vary from the projections during the execution of the budget during the fiscal year.

S&A Budget Summary

Revenue

The estimate of Services & Activities fee revenue is based on projected 2016-2017 FTE levels. (Full- Time Equivalent: 12 credit hours fulfilled by one student equals one FTE). This conservative estimate was developed in coordination with the Director for Business and Finance and the Vice President for Administrative Services.

We’ve estimated a \$10,000 decrease in resources for the 2016-2017 academic year based on the level of student enrollment the college anticipates for the upcoming academic year.

S&A Reserve for Orca Field: Designating these funds continues the practice of building a reserve fund for replacement of the Field Turf ® at Orca Field. The estimated total cost for replacement of Field Turf is \$700,000 and will be needed in –summer 2016. These funds also may be used for making other major improvements, approved by the Senate.

Expenditures

The ASWCC Budget Committee has thoughtfully reviewed all requests and presents a budget reflecting balance among the various activities to benefit all students. Collaboration with the Operational Budget prevented overlap from occurring.

Projected Revenue	2014 - 2015	2015 - 2016	2016-2017
Estimated Resources	865,000	891,000	880,449
Orca Field Replacement Reserve	-90,000	-90,000	-88,045
Fund Balance Reserve	-80,000	-40,000	-16,352
Available	695,000	761,000	776,052

Whatcom Community College
Services & Activities Fee Budget
2016-2017 Fiscal Year

<u>ASWCC Executive Board</u>	<u>2014 - 2015</u>	<u>2015 - 2016</u>	<u>2016-2017</u>
Student Hourly Pay	52,000	59,000	44,500
Supplies	3,000	3,000	0
Training and Development	6,000	14,000	8,600
Total Expenditures	61,000	76,000	53,100

<u>ASWCC Support</u>	<u>2014 - 2015</u>	<u>2015 - 2016</u>	<u>2016-2017</u>
Conferences and Presentations	15,000	20,000	20,000
Special Projects	7,000	12,000	12,000
Equipment & Furnishings	3,000	3,000	3,000
Orca Day	3,000	3,000	3,000
Contingency Travel	3,000	3,000	3,000
SoJEP Committee	5,000	5,000	5,000
Total Expenditures	36,000	46,000	46,000

<u>ASWCC Administration</u>	<u>2014 - 2015</u>	<u>2015 - 2016</u>	<u>2016-2017</u>
Professional Staff Salaries	68,000	68,000	88,308
Tech Support	5,000	5,000	5,000
Student Life Office & Orca Cards	5,000	5,000	5,000
Total Expenditures	78,000	78,000	98,308

Executive Board

Student Hourly Wages: The Executive Board (7 positions) is paid an hourly wage calculated at a rate of 13% above minimum wage. There are no longer student senators in favor of a voting ballot. You will notice a decrease in funds in this category.

Supplies: All supplies have been moved to a single budget line.

Leadership Training and Development: This year's budget committee evaluated the necessity of traveling long distances to receive training. We are hopeful that the Executive Board will find constructive ways to spend this money.

Associated Students Support

Conferences and Presentations: This budget item remains the same although we are placing strict guidelines for students to be able to attend events. Stipulations relevant to granted funding would include an effort to raise the funds themselves, and the strict requirement to bring a presentation back to the school.

Special Projects: This budget item was unclear. We hope to combine all three budget items including Conferences and Presentations, Special Projects, and Equipment/Furnishings. Although the budget lines were created to encourage students to spend funds accordingly, the majority of the money was spent on Conferences and/or Equipment/Furnishings.

Equipment / Furnishings: This budget line allows students the opportunity to buy and maintain specific items in relation to education and the betterment of students. All purchases from these three categories highlighted in blue must strictly follow the guidelines established in the ASWCC Financial Code, and show evidence of a projected positive impact.

Orca Day: This budget line funds the Executive Board’s portion of involvement in Orca Day. ASWCC Clubs and the Programming and Diversity Board also having funding reserved within their budgets to support this event.

Contingency Travel: This budget line provides funding for unforeseen travel for students for activity events, student leadership training workshops, student legislative academy, and post-season competition for athletics.

SoJEP Committee: This budget item is strictly for the use of the Social Justice Equity and Pluralism Committee. Funds are to be used to spread awareness of social justice issues as well as fund the Student’s Leading Change Conference.

Whatcom Community College
Services & Activities Fee Budget
2016-2017 Fiscal Year

ASWCC Programming and Diversity Board	<u>2014 - 2015</u>	<u>2015 - 2016</u>	<u>2016-2017</u>
Student Hourly Pay	26,500	34,000	34,000
Activities and Events	36,000	34,000	29,320
Supplies	3,000	3,000	0
Training and Development	6,000	10,000	10,000
Total Expenditures	71,500	81,000	73,320

ASWCC Clubs	<u>2014 - 2015</u>	<u>2015 - 2016</u>	<u>2016-2017</u>
Club Administration	1,500	2,000	0
ASWCC Clubs	20,000	20,000	17,000
Orca Day	3,000	3,000	3,000
Total Expenditures	24,500	25,000	20,000

ASWCC Organizations	<u>2014 - 2015</u>	<u>2015 - 2016</u>	<u>2016-2017</u>
Student Ambassadors	6,500	32,500	30,550
Whatcom Leads	2,000	5,000	2,500
Performing Arts	4,000	4,000	4,000
Horizon	24,000	18,500	19,950
Total Expenditures	36,500	60,000	57,000

Programming and Diversity Board

Student Hourly Pay: This budget line includes stipends for all Programming and Diversity Board positions. Program Coordinators (8 positions) earn funds at the same rate as the ASWCC Executive Board. Members are paid to identify, plan, coordinate, and staff activities and events for the student body.

Supplies: All supplies have been moved to a single budget line.

Leadership Training and Development: This year's budget committee evaluated the necessity of traveling long distances to receive training. We are hopeful that the Programming and Diversity Board will find constructive ways to spend this money.

ASWCC Clubs

Club Administration: The Club funds, in reality, just come from the same \$20,000.

ASWCC Clubs: This budget line provides funding for clubs to have events on campus, purchase supplies for club activities, and club promotion. As of spring 2016, there are over 35 active student-run clubs on campus. 2015-2016 consisted of an excess amount of funds for clubs to spend. For next year's budget, we are moving away from the "how can I spend it?" mentality to a "Is this a necessary purchase?"

Orca Day: This budget line funds the ASWCC Clubs' portion of involvement in Orca Day.

ASWCC Organizations

Student Ambassadors: This budget line provides for personnel expenditures and professional development. Student Ambassadors (8 positions) earn \$10.50 per hour.

Whatcom Leads: This budget line funds the once-a-month Friday “Whatcom Leads”. It’s an opportunity of students of Whatcom Community College, primarily Student Life, to receive professional and diversity training. We’ve cut the funds due to actual annual spending.

Performing Arts Organization: This budget line provides funds to support the performing arts at Whatcom Community College, including drama, music, and dance productions. The committee felt no need to adjust this fund. The Performing Arts Organization essentially earns this money back by selling tickets to shows.

Horizon: This budget line provides The Horizon with funds to publish quarterly newspapers. There was a slight increase in funds in order to allow the students some more working hours. Other than that, this funds the total cost of printing: \$6,452 (per year) and the rest goes to supplies and student stipends.

Whatcom Community College
Services & Activities Fee Budget
2016-2017 Fiscal Year

<u>Athletics: Teams</u>	<u>2014 - 2015</u>	<u>2015 - 2016</u>	<u>2016-2017</u>
Men's Basketball	27,000	27,000	25,380
Women's Basketball	27,000	27,000	25,380
Volleyball	23,500	23,500	24,440
Men's Soccer	26,000	26,000	24,440
Woman's Soccer	26,000	26,000	24,440
Uniforms	13,000	12,000	16,920
Contingency Travel	25,000	25,000	23,500
Total Expenditures	167,500	166,500	164,500

<u>Athletics Administration</u>	<u>2014 - 2015</u>	<u>2015 - 2016</u>	<u>2016-2017</u>
Professional Staff Salary	45,000	45,000	50,100
Athletics Trainer	12,600	12,600	11,844
Officiating Fees	20,000	20,000	15,510
Facility Rentals	10,000	10,000	0
Total Expenditures	87,600	87,600	77,454

Athletic Team Support

This budget reflects a collaborative partnership in funding between students and the administration. The ASWCC is proud to provide funds to support our five intercollegiate athletics teams: men's and women's basketball, women's volleyball, and men's and women's soccer. We are hopeful that more collaboration will occur with the new position descriptions. The increase in the student-funded positions required that we cut 6% from both Athletics and Student Life.

Uniforms: Team uniforms are replaced on a rotational cycle, and this year there was a request for an increase in this fund. We approved this because there was a mistake made last year in regards to uniforms.

Contingency Travel: This budget line provides funding for unforeseen travel for students for activity events, student leadership training workshops, student legislative academy, and post season competition for athletics.

Athletic Administration

Athletics Staffing: This budget line funds 100% of the salary and benefits of the Associate

Director of Athletics.

Technical Support: This funding provides technical support to selected programming for the Performing Arts Organization, the Programming and Diversity, and ASWCC Senate.

Facility Rentals: This budget line funds the cost of renting facilities for athletic teams to play and practice in while the Student Recreation Center is under final stages of construction. This is no longer relevant.

Whatcom Community College
Services & Activities Fee Budget
2016-2017 Fiscal Year

<u>Services</u>	<u>2014 - 2015</u>	<u>2015 - 2016</u>	<u>2016-2017</u>
Intercultural Center	13,000	20,000	30,000
Pavilion Coordinator Staffing	0	20,000	20,000
Pavilion Student Staffing	0	25,000	59,000
Veterans Center	0	4,500	4,620
Learning Center	73,000	68,000	70,500
Turning Point	750	750	750
Commencement	2,650	2,650	1,500
Work for Study	43,000	0	0
Total Expenditures	132,400	140,900	186,370

Services

Intercultural Center: This budget line provides part-time hours wages for student staff in the Intercultural Center, as well as funding for staff professional development and supplies.

Pavilion Coordinator Staffing: The Senate recognizes the need for professional staffing to support the renovated Pavilion space and equipment and is pleased to collaborate with WCC Administration to share the costs of this professional staff member.

Pavilion Student Staffing: In support of the needs of the newly renovated Pavilion, the Senate has elected to fund student staffing in this area, so that the facility is available to students outside of normal business hours. These employment positions are available to students, and this funding line increases opportunities for on-campus employment for all students.

Veterans Center: This budget supports student staffing needs in the Veteran’s Center. The Student Senate recognizes the importance this support service provides for our campus and community.

Learning Center: This budget line funds part-time hourly wages of student tutors in the Learning Center.

Information Center: This budget provides funds for supplies for the Orca Card machine and other supplies in the Student Life Office to support and inform students.

Turning Point: This budget line provides funds for child care and transportation costs as necessary for students who are displaced.

Commencement / Honor Cords: This budget line provides funds for post commencement social and honor cords for graduation. It also supports funds necessary for the Nursing Pinning Ceremony.

<u>Reserve Funds</u>	<u>2014 - 2015</u>	<u>2015 - 2016</u>	<u>2016-2017</u>
Orca Field	80,000	90,000	88,045
Fund Balance Reserve	0	40,000	16,352
Total Expenditures	80,000	130,000	104,397

Reserve Funds

Orca Field: Designating these funds continues the practice of building a reserve fund for replacement of the Field Turf[®] at Orca Field. The estimated total cost for replacement of Field Turf is \$700,000 and will be needed in –summer 2016. These funds also may be used for making other major improvements to Orca Field, approved by the Senate.

Fund Balance Reserve: The Associated Students set aside funds in the Fund Balance Reserve to offset any shortfall in projected S&A revenue that may happen during the year. If estimated resources are met as projected, these funds are intended to be held in the Fund Balance to support future projects. They are available for architect fees, schematic designs, and other initial costs. Funds are also available for minor renovations to enhance spaces that are utilized by students and promote formal and informal learning, interaction, collaboration, and a sense of community. Student leaders intend to increase the Fund Balance Reserve amount to 10% of S&A resources in upcoming budget allocations.



MEMORANDUM

Associated Students of Whatcom Community College

TO: Board of Trustees

FROM: Aldo Suseno, ASWCC President

CC: ASWCC Executive Board

DATE: June 8, 2016

SUBJECT: Transportation Fee Proposal

The Associated Students of Whatcom Community College (ASWCC) respectfully ask the Board of Trustees to approve an additional student fee starting at \$20.00 per quarter to all students excluding the Adult Basic Education, Parent Education, and English as a Second Language students beginning winter quarter 2017. An increase up to \$30 per quarter may occur only if there's a fare increase from the Whatcom Transport Authority.

Purpose: To provide students with affordable, sustainable, and equitable transportation.

Summary of the initiative:

- Quarterly fee starting at \$20 paid by students for access to transit service. Current student bus pass costs \$40/quarter.
- Orca Card will serve as bus pass for all currently enrolled students.
- Initial term of one year (Winter 2017 – Fall 2017).

Rationale:

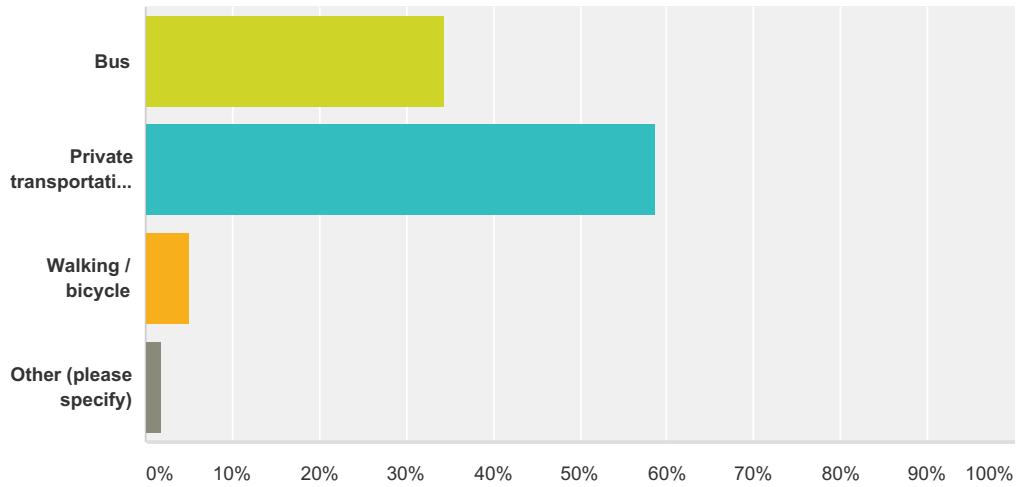
- Provides transportation resources for all students (access to the bus service within Whatcom County).
- Promotes sustainability initiatives in alignment with the College's Strategic Plan (Goal 3.4. Strengthen sustainability practices on-campus and in local and global arenas).
- Eases parking tensions.
- Responds to students' expressed needs (survey result is attached).

SUGGESTED MOTION

Move to approve a student transportation fee starting at \$20 per student beginning winter quarter 2017 to implement the Whatcom Transport Authority Bus Pass into student ID cards. (An increase up to \$30 in fee will occur only if there's a fare increase from the WTA).

Q1 What is your primary means of travel?

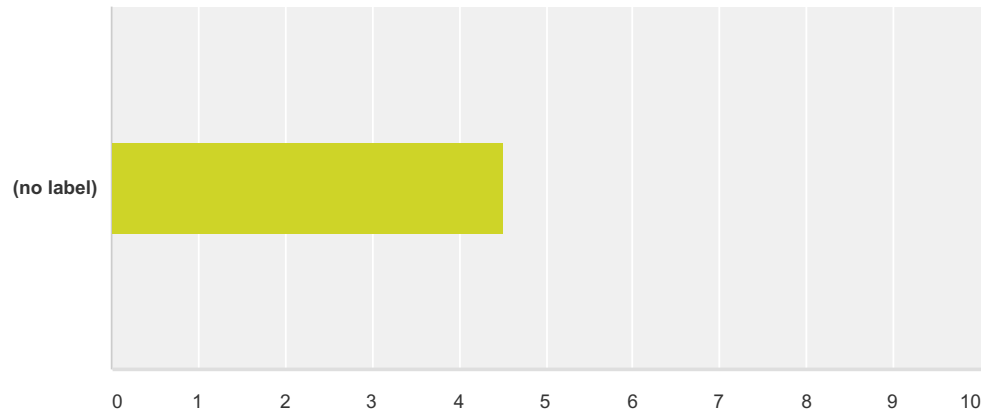
Answered: 843 Skipped: 1



Answer Choices	Responses	Count
Bus	34.40%	290
Private transportation (e.g., car, motorcycle)	58.72%	495
Walking / bicycle	4.98%	42
Other (please specify)	1.90%	16
Total		843

Q2 About how many times per week do you ride the bus?

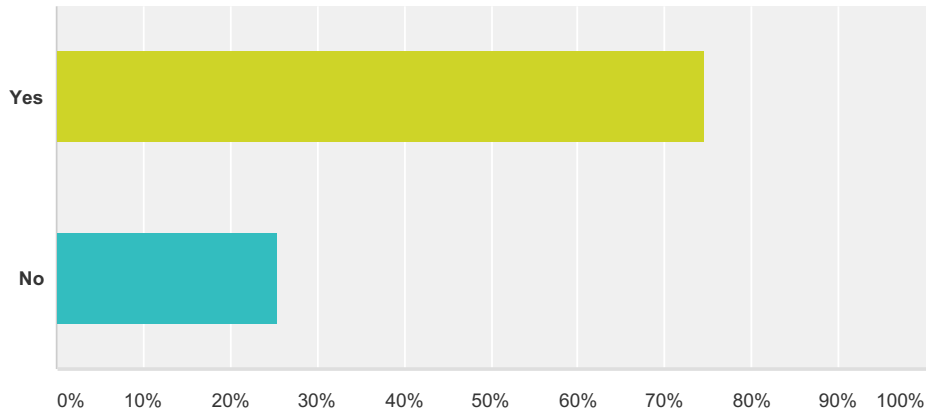
Answered: 844 Skipped: 0



	0	1	2	3	4	5	6	7	8	9	10	>10	Total	Weighted Average
(no label)	51.18% 432	3.08% 26	4.38% 37	2.84% 24	3.91% 33	4.86% 41	2.13% 18	1.54% 13	3.32% 28	3.44% 29	2.96% 25	16.35% 138	844	4.51

Q3 Do you support a student-assessed quarterly Student Transit Fee at \$20 per quarter that would provide all students unlimited access to WTA bus services? (With a potential fee increase to a maximum of \$30 per quarter if WTA fares increase.)

Answered: 841 Skipped: 3

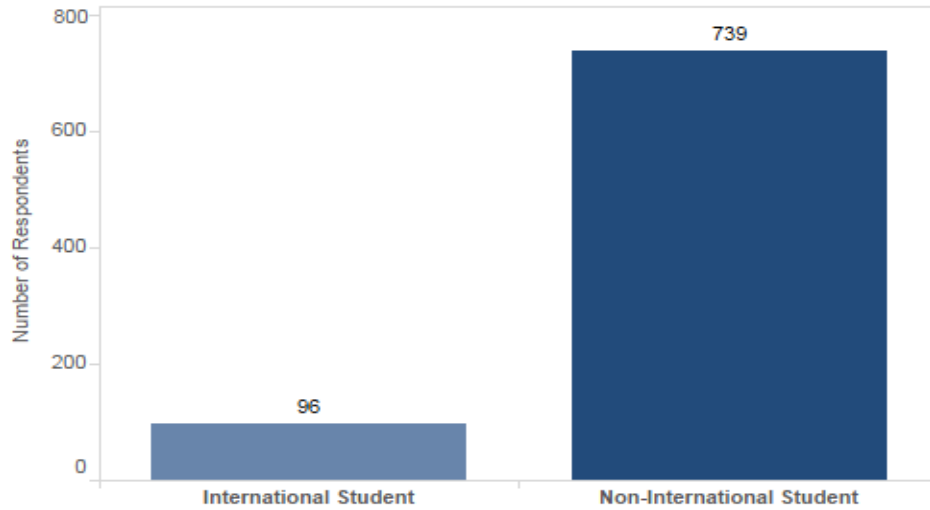


Answer Choices	Responses
Yes	74.55% 627
No	25.45% 214
Total	841

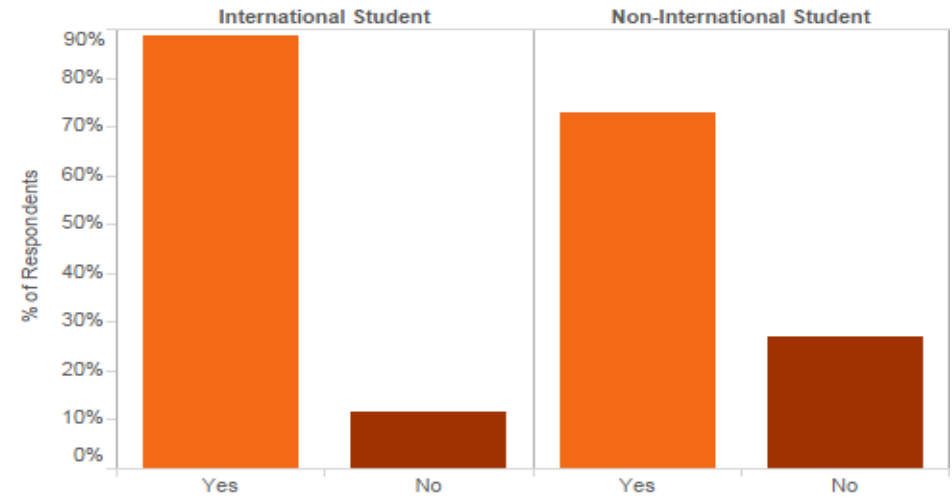
Note: The following demographic groups are mutually exclusive. Percentages are calculated using the subgroup total (e.g., international student, or non-low income).

International Students

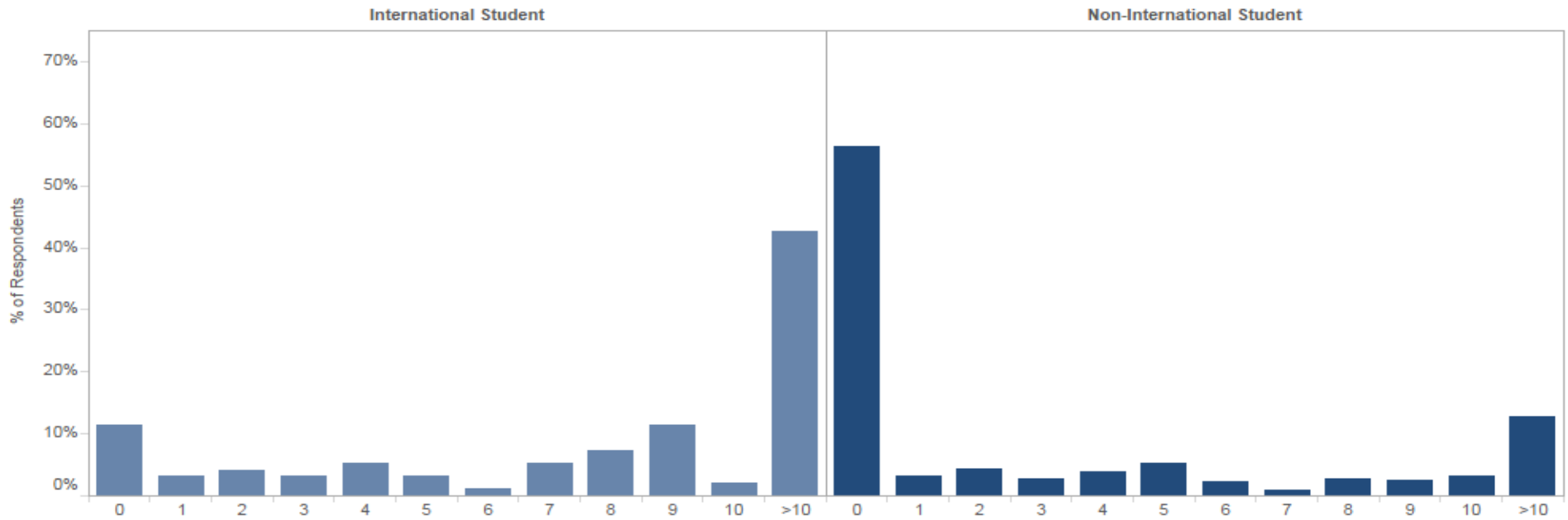
Number of respondents



Do you support the quarterly transit fee?

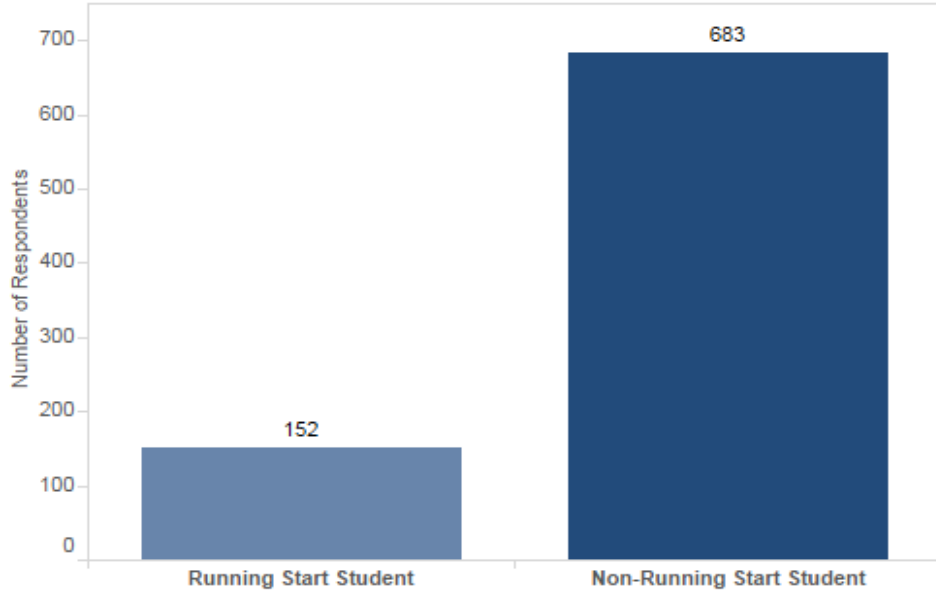


How many times per week do you ride the bus?

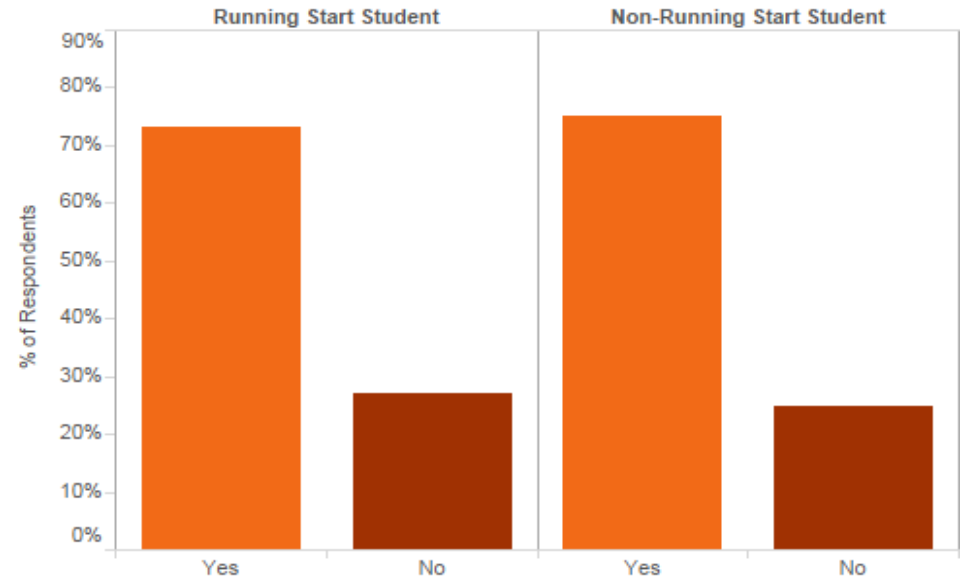


Running Start Students

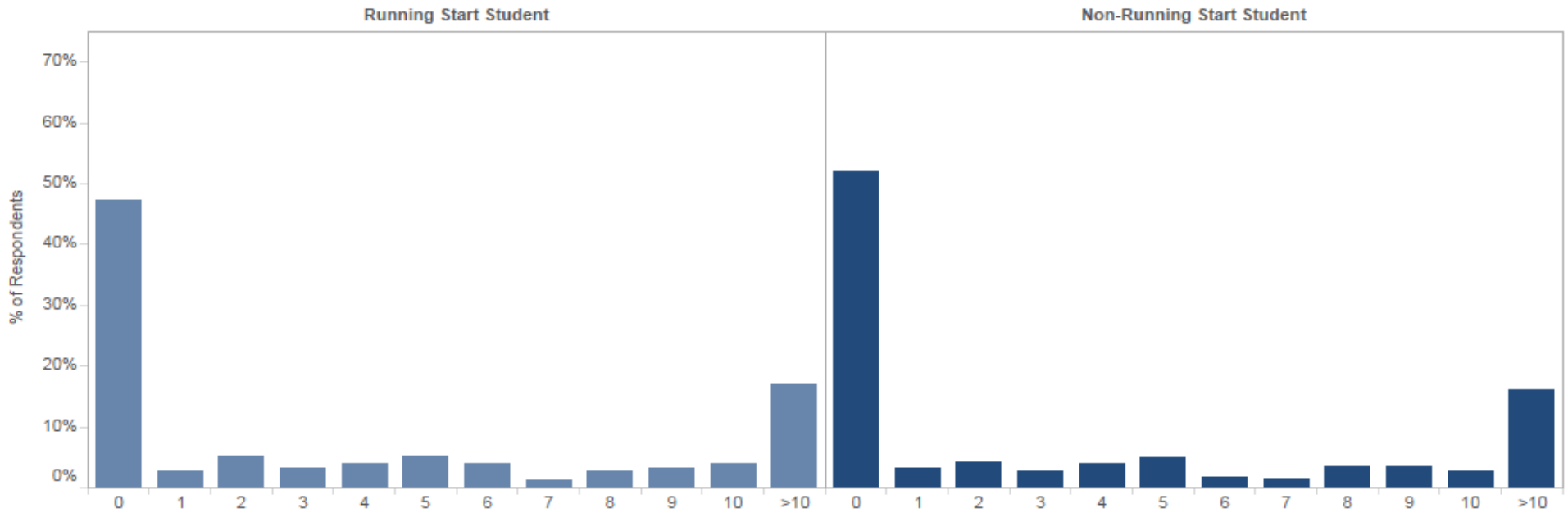
Number of respondents



Do you support the quarterly transit fee?

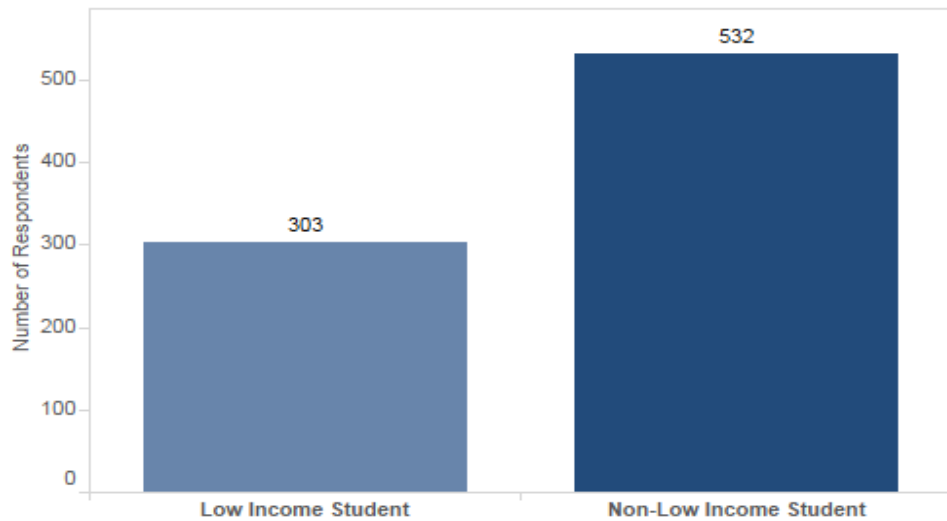


How many times per week do you ride the bus?

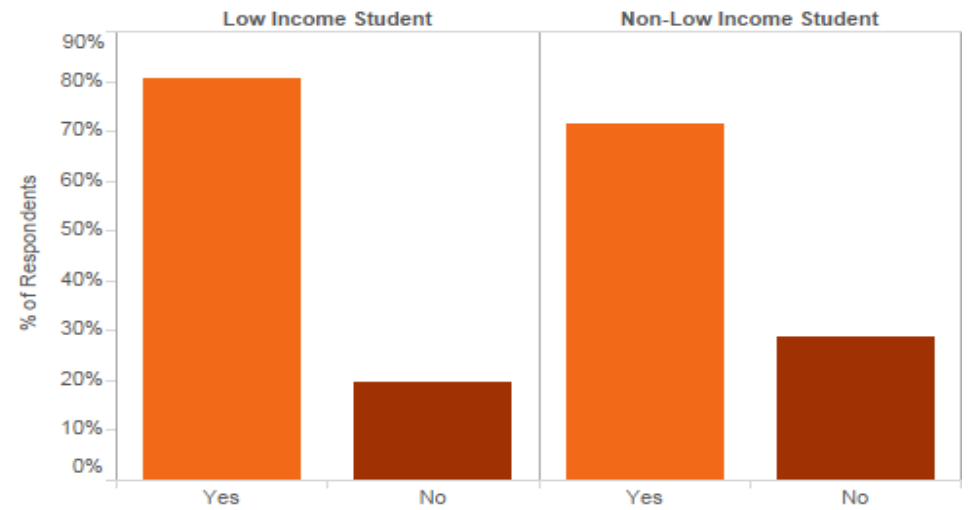


Low Income Students

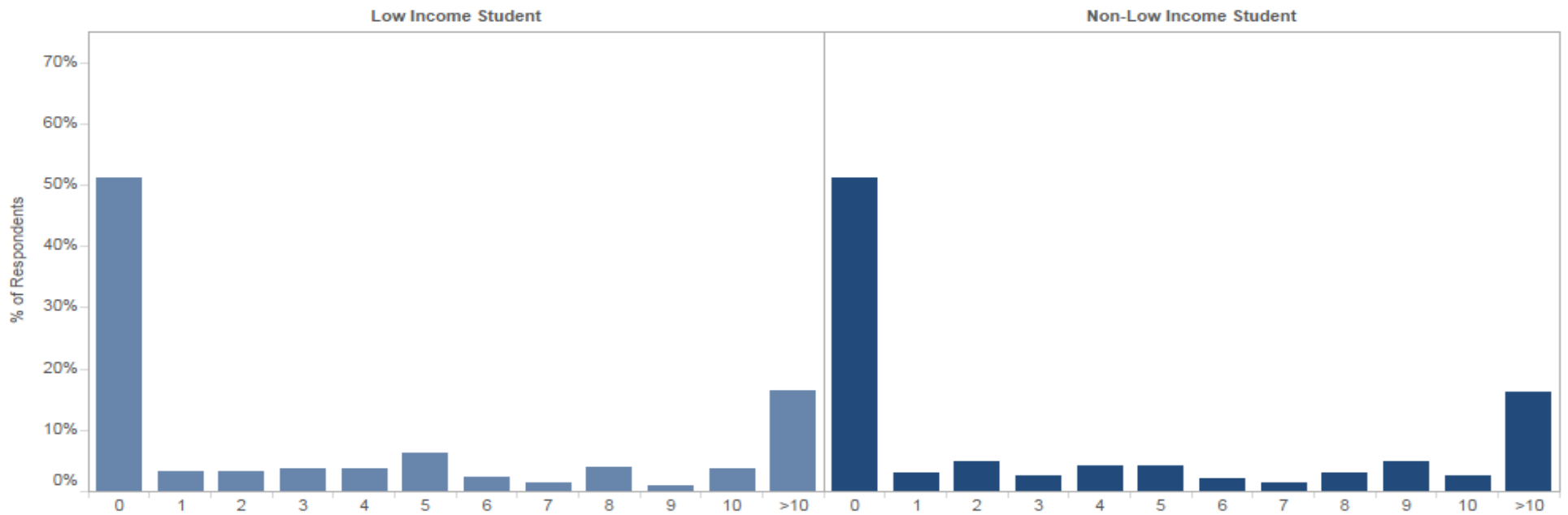
Number of Low Income



Low Income Students



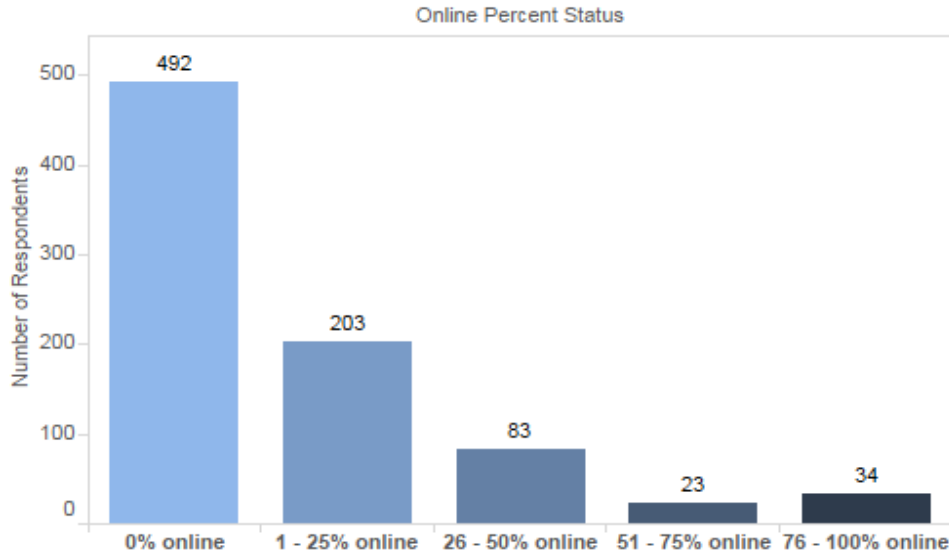
Low Income Students



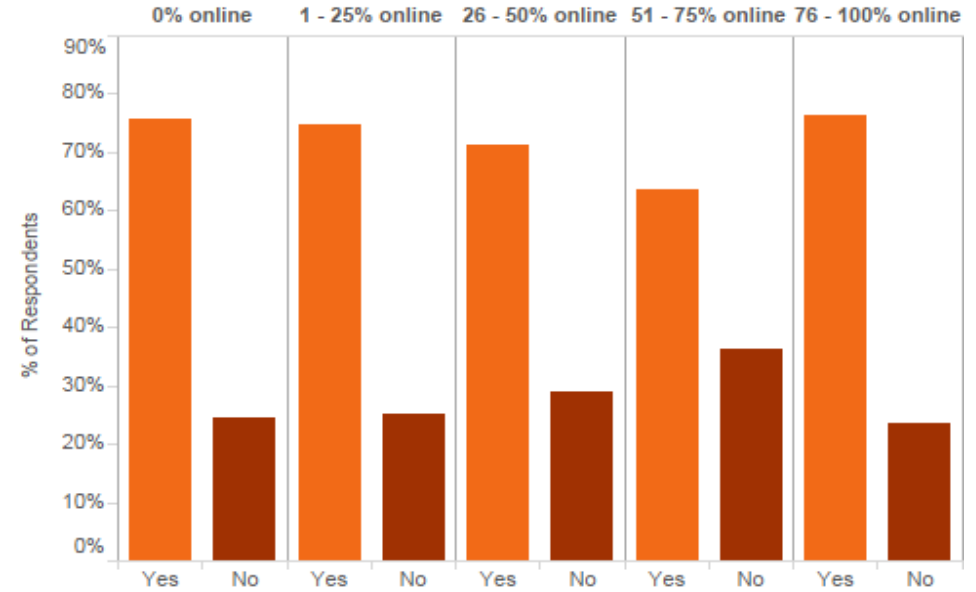
Note: Low income is defined as having some type of Title III grant (e.g., Pell Grant, State Need Grant, Subsidized Stafford Loan)

Online Students

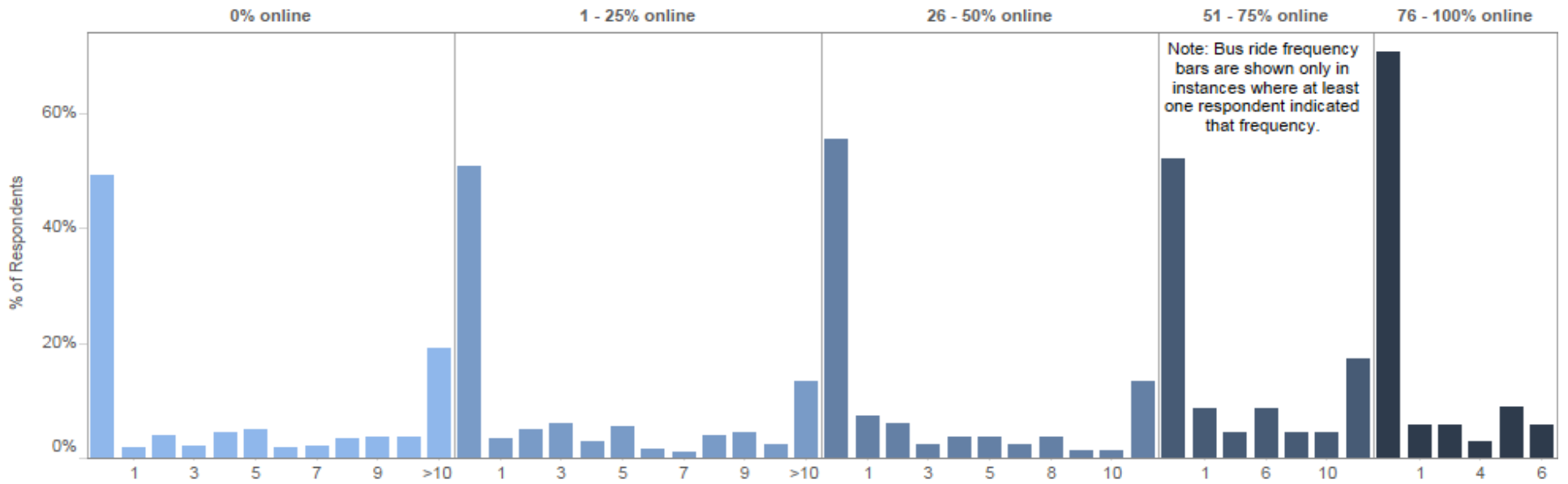
Number of respondents



Do you support the quarterly transit fee?



How many times per week do you ride the bus?



Note: Online status based on currently enrolled credits for Spring 2016.

Whatcom

COMMUNITY COLLEGE

Reports to the Board of Trustees June 8, 2016 Meeting

➤ ASWCC– Aldo Suseno, President

- **Voter Registration Drives** (*Goal 2.3. Improve student learning; Goal 3.1. increase College stature as a community and educational partner*)
 - ASWCC Voter Registration Drive effort led by Nufikha Sairi, the ASWCC Director of Legislative Affairs, has resulted in 180 new registered voters.
- **ASWCC Approved Funding feedback** (*Goal 1.4. Introduce new opportunities for student learning and engagement; Goal 1.3. Increase access for diverse and nontraditional student populations*)

- Veteran Services Computer Systems:

Student Senate approved the allocation of \$3,750 to Veteran Services to purchase six new Zero Client computer systems in its new location at Cascade Hall. Previously, student veterans only had access to three computers in Veteran Services which were also shared amongst three Veterans Administration (VA) work study students and resulted in long wait times.

The funds from Student Senate helped to create two computer labs, dedicated to student veterans, with nine student computers and a student printer. It's not uncommon to find all computers in use throughout the day. Additional student veterans are congregating in the new space to access technology and interact with each other. The new space and the computer labs have given student veterans a renewed sense of community and a platform for continued exploration into student leadership opportunities on campus..

- Northwest Anthropological Conference:

The Northwest Anthropological Conference in March 2016 was an invaluable experience for all the students who attended. At this conference, students explored their interests in the four fields of Anthropology and had the opportunity to attend many presentations. In addition, WCC students John Montine and Emily Chesterfield presented their research project at NWAC. Students had the opportunity to meet professional anthropologists and meet students from other colleges who shared similar interest. Students who attended the conference were able to share their experience and what they've learned with other WCC students on campus.

- Students of Color Conference:

The ASWCC Senate sponsored 26 students to attend the 26th Annual Students of Color Conference (SOCC). SOCC is a conference for over 900 community college students from across Washington State. The participants of the

conference were a group of selected students affiliated with the Intercultural Center, Student Life, Learning Center, and International Programs. The students who attend the SOCC are required to share what they've learned and experienced at the conference with students on campus through presenting at campus events such as: Student Leading Change Conference, MLK Human Rights Conference, Celebrating Diversity in Education Conference, Professional Development Day, DACA-mented (experiences of undocumented students), Trans 101, Heart Mapping, and I Am From Identity development workshop.

This year's SOCC included a decolonization workshop and the formation of a new Muslim Student Association. Muslim students from WCC attended the caucus meeting. After the conference, they decided to create a new student cultural club on WCC campus.

Students who attended SOCC felt a new sense of connection with each other and other students from around the state. Feedback from students have been very positive.

- **Student Leading Change Conference** (*Goal 1.3. Increase access for diverse and nontraditional student populations; Goal 5.3. Promote a safe environment for teaching, learning, and working*)
 - Evaluation quotes about the keynote speaker Scott Turner Schofield:
 - Outstanding Speaker! His story and presentation about being queer and allowing the audience to open up as well was wonderful. He said so many valuable things I will definitely reflect on.
 - Scott was a fabulous speaker! Very inspirational, thoughtful engaging. It would be great if he returned!
 - Amazing Speaker. Powerfully illustrated through his personal story how to open to our own personal identities + vulnerabilities AND how to use those hard earned insights to compassionately connect to others.
 - Evaluation quotes about the workshops:
 - Wonderful explanation of what matters most profoundly to each of us. This can prove as my starting point to direct our actions in way that is in sync with our hearts + to sustain us when things get hard
 - I learned a lot of helpful information and felt safe to talk about things I usually don't feel comfortable about
 - Engaging and inspiring. Excellent discussions – I only regret that we didn't have more time.
 - Very inclusive and educative! Awesome job!

➡ **WCCFT—Tresha Dutton, President**

The union is pleased to finish up this academic year with a contract ready for review by the faculty and Board of Trustees. A vote on this contract commenced on Tuesday, May 31st. Union members have 10 contract days to review the contract and submit their vote.

Many thanks to the administrative negotiating team for all the time and effort they put into negotiations over the past two years.

When the faculty return in the fall, a new union executive committee will be in place. The following members of the 2016-17 executive committee take office effective September 1, 2016:

- Tran Phung, President
- Katherine Taylor, Vice-President for Adjunct Faculty
- Anita Harker, Vice-President for Full-time Faculty
- Tommaso Vannelli, Treasurer
- Ian Stacy, Secretary

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

- **Finance** (*Goal 5.1 Create and manage growth through fiscal, capital, technological and human resource development*)
 - Self-support 2016-17 budget presentations were held in May. Budget requests were summarized and sent to the President for final approval. The interrelationship between the operating budget and self-support budgets continues to become more evident to the college's operations, as we depend on revenue from those programs to support the college's annual budget.
 - Whatcom is one of many colleges in the country transitioning from Higher One to Customer's Bank to provide student financial aid refunds electronically as of July 1. WCC is working on a contract to maintain a dedicated ATM on campus to ensure students will have easy access to their funds.
- **Facilities & Operations** (*5.1: Create and manage growth through fiscal, capital,*)
 - Cascade roof replacement construction will begin in late June.
 - Laidlaw boiler replacement bids have been opened. Hillco is the apparent low bidder. Construction will begin at the end of June.
 - Construction documents are being completed for Laidlaw 216 offices remodel with bidding in June for summer/fall 2016 construction.
 - RMC Architects has been selected to provide a scope and fee proposal for the Kulshan 108 lab conversion. Design is underway with construction scheduled for summer 2017.
 - HKP Architects and Wilson Engineering are in design for the Kellogg Road/Cordata Parkway Pedestrian Improvement project.
 - Whatcom has selected Spectrum Development Solutions to help the College with a student housing feasibility study. The internal team is currently compiling data and information requested by Spectrum to help them understand our current situation and evaluate possible options to meet future housing and programmatic needs. We expect to see a preliminary report on the feasibility study by late June.
- **Emergency Preparedness, Safety & Security** (*5.3: Promote a safe environment for teaching, learning, and working*)

- In April, the WA Department of Occupational Safety and Health visited Whatcom. The visit was initiated by an allegation of unsafe use of the Kabota RTV. After investigation, Whatcom was found to be in violation of WAC 296-800-11005 and received a fine of \$600. All matters have been resolved and no further violations noted.

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

- **The Career and Transfer Center** (*1.1 Increase student achievement in transfer and career preparation, 1.4 Introduce new opportunities for student learning and engagement, 3.1. Increase College stature as a community and educational partner, 3.3 Be an active partner in economic development*)
 - Hosted two college Job Fairs in May.
 - The All College Job Fair was held on May 11, 2016. 21 Employers attended, with approximately 125 student participants.
 - The Health Professions Job Fair was held on May 12, 2016. 19 employers attended, with 71 student participants.
 - Positive feedback was received from employers in regards to the direct access with students and with the college, the quality of the applicants and access to their ability to post available employment opportunities on the WCC Student Jobs e-posting board.

➔ **Instruction—Curt Freed, Vice President**

- **Grants** (*1.1 Increase student achievement in transfer and career preparation; 1.3 Increase access for diverse and nontraditional student populations; 5. 2 Diversify and secure funding/resources from external sources*)
 - WCC science and math faculty recently submitted the Scholarships in Science, Technology, Engineering and Math (S-STEM) grant proposal to the National Science Foundation. The grant proposes to award scholarships to 36 academically talented STEM students with demonstrated financial need over a period of 4 years. The project will form two-year STEM Scholarship Academy (SSA) cohorts of 12 students each, who will have the opportunity to engage in community building, undergraduate research, and STEM-specific degree planning and study skills, while being supported by faculty mentors and advisors with STEM expertise. If awarded, the grant would provide funding in the amount of \$650,000 over 5 years, of which \$390,000 directly supports student scholarships. The College will be informed of the application status.
- **New Degree in Early Childhood Education** (*1.1 Increase student achievement in transfer and career preparation; 3.2 Lead collaborative efforts with other educational institutions*).
 - Last week the SBCTC approved a second associate degree in Early Childhood Education (ECE) at WCC. In the past, just one two-year degree was offered. Changes in the expectations of child care providers and early learning teachers are leading to increased educational requirements in this field. In addition, the College has seen a steady increase in the number of students enrolled in our ECE program. The spring 2016 term has an unprecedented 210 students enrolled. All ECE

students work their way through common stackable certificates, but with the new Associate degree offerings they will now have a choice between the:

- Associate of Applied Science–Transfer (AAS-T) degree which will allow students to transfer to specified universities that will have articulation agreements in place for graduates to continue on to earn bachelor’s degrees in a 2+2 model.
- Associate of Arts (AA) ECE degree which will allow the working professional to individualize their program of study. This degree includes 75 ECE credits split between developing competencies needed to work as an early learning professional, and focusing on areas of specialization, such as Business Practices, Spanish, Nutrition, Infant/Toddler Care, and American Sign Language. The area of specialization will be initiated by the student and negotiated with the ECE Coordinator.

The ECE Advisory Committee was enthusiastic in their approval of these new options.

- **Student Business Club – Orca Tank competition** *(1.1 Increase student achievement in transfer and career preparation; 1.4 Introduce new opportunities for student learning and engagement)*
 - On Friday, May 20, the student business club held its first Orca Tank competition, an event the club anticipates will become an annual occurrence. Based on the popular reality show “Shark Tank,” students were invited to pitch their business ideas in front of a panel of judges and an audience of peers, faculty and staff. Student presentations included an all-natural body wash and scrub; a horticulture business start-up; taking an existing videography business to the next level; and launching a food delivery service. The judging panel featured two CPAs, the Social Sciences & Business division chair and program coordinator, and the faculty advisor to the student business club. A \$500 scholarship was awarded to competition winner Olivia Tokola for her videography business concept.
- **Phi Theta Kappa Induction Ceremony** *(1.1 Increase student achievement in transfer and career preparation; 1.4 Introduce new opportunities for student learning and engagement)*
 - Whatcom Community College’s Phi Theta Kappa chapter celebrated their new members at their Induction Ceremony on Thursday, May 26 in Heiner Theater. PTK is the international honor society for two-year colleges; WCC’s chapter is Alpha Xi Nu. During this academic year, 178 students accepted the invitation to join the student-run PTK club. Sixty-five students attended the ceremony and were given PTK honors cords to be worn at commencement. Almost 200 people, including friends, family, and staff, attended the ceremony.
- **Community and Continuing Education (CE)** *(3.1 Increase College stature as a community and educational partner; 5.2 Diversify and secure funding/resources from external sources)*
 - Contract Training: Community Education has contracted with Heath Tecna (legal entity for Zodiac airline cabin interiors) to provide 48 hours of Excel training for employees during summer quarter 2016. This contract continues a recent trend of increasing interest by local employers in pursuing employer skills development through WCC.
 - The Chuckanut Writers Conference will take place on campus June 24 and 25.

- **Arts and Humanities Division** *(1.1 Increase student achievement in transfer and career preparation; 1.4 Introduce new opportunities for student learning and engagement)*
 - The following events are planned in June:
 - Spring Concert featuring WCC Contemporary Ensemble and the Collegiate Choir—Wednesday, June 8, 7:30 pm, Heiner Theatre
 - Opening Reception for the Student Art Show in the Library—Thursday, June 9, 4:00-5:00 (Student artists and faculty will attend, light refreshments served)
 - WCC Spring Dance Concert (New works by and for students and faculty)—Friday, June 10th and Saturday, June 11th, 7:30 pm, Heiner Theatre
- **International Programs** *(1.3 Increase access for diverse and nontraditional student populations; 1.4 Introduce new opportunities for student learning and engagement)*
 - International Programs is proud to report that admissions letters for our students transferring to universities are starting to roll. Here's the list (so far, in no particular order):
 - UCLA, Berkeley, University of Washington – Bothell, Embry-Riddle Aeronautical University, University of Arizona, Western Washington University, Washington State University, University of Massachusetts – Boston, Washington University (in St. Louis), University of British Columbia, Arizona State University, University of Minnesota, Central Washington University, Eastern Washington University, University of Nevada – Las Vegas
 - Rhonda Daniels (English faculty) submitted a successful proposal to create a short-term, faculty-led study abroad program in Scotland and will be doing on-the-ground research and program development in the summer of 2016.

➤ **Institutional Advancement – Sue Cole, Executive Director**

- **Foundation 5.2.1 – Increase external revenue sources through grants and Foundation fundraising.**
 - **Fundraising Progress Update:**
 - Draft reports show that we received 250 gifts totaling \$131,742 for the month of May. Year to date as of May 31st, 2016, we have received \$657,602 in gifts.
 - The Foundation sponsored a successful fundraising gala on May 14th, raising over \$135,000 for student scholarships and college programs.
 - **Foundation News:**
 - Foundation staff have attended high school award ceremonies to present Foundation scholarships at Blaine and Ferndale. Board members and staff will present at Meridian, Sehome, Mount Baker, Nooksack and Lynden High Schools in the next week and a half.
 - Scholarship awards are in progress with nine scholarships awarded to-date totaling over \$10,000. The Foundation will pay out approximately \$200,000 in scholarships for the 2016-17 academic year.
- **Community Affairs 5.2.1 – Increase external revenue sources through grants and Foundation fundraising. 3.1. Increase College stature as a community and educational partner; 3.3. Be an active partner in economic development**
 - Meetings attended to engage donors and community members and further economic development connections included the NW Estate Planning Council Meeting; Whatcom Business Alliance; Women in Business (Ferndale

- Chamber)/Ferndale Chamber Power hour (focus on cybersecurity continuing ed); Blaine Chamber, and the YWCA Annual Leadership Breakfast
- **Communications, Marketing and Publications 3.1 – Increase College stature as a community and educational partner**
 - **College marketing, publication, advertising highlights**
 - Student focus groups were held May 18 and May 25 to assess results of the media preferences survey (quarterly newsletter and campus events) and to gain student feedback on NelNet (tuition payment plan). Results will be evaluated and next steps determined.
 - **Digital Communication**
 - Focusing on quality over quantity on the College’s Facebook is going well. Posts about College news and campus photos are receiving high engagement rates.
 - Marketing partnered with Student Life to host three “take over” weeks on the College’s Instagram. The Student Ambassadors, Programming & Diversity Board and Student Government each got a week to post photos about their classes, jobs and life.
 - **May Press Releases and Resulting Media Coverage (Link to College news page; register to receive campus news emails)**
 - **WCC is one of only six Washington community and technical colleges to receive College Spark community grants**
 - [Whatcom Community College Receives College Spark Community Grant](#), WhatcomTalk, 5/24/2016
 - **Retired WCC math faculty receives lifetime achievement award**
 - [Retired Whatcom Community College Math Faculty Receives Lifetime Achievement Award](#), WhatcomTalk, 5/11/16
 - **Attend a free Japan Studies Seminar at WCC May 12 or 26**
 - **Middle and high school students apply now to attend WCC’s free GenCyber Camps**
 - [Free cybersecurity camps offered at Whatcom Community College](#), Bellingham Herald, 5/16/16
 - **WCC hosting men’s soccer camps June 4 and 5**
 - **WCC student leaders present May 7 social justice conference**
 - [Social justice issues focus of Whatcom Community College event](#), Bellingham Herald, 5/4/16
 - **Other Media Coverage Highlights**
 - [Bellingham SCORE helping businesses](#), Bellingham Herald, 5/25/16
 - [Jobs and education on agenda in Olympia](#), Bellingham Herald, 5/22/16
 - [Cookbooks out, web in for meal planning](#), Bellingham Herald, 5/19/16 (Lead provided by PIO.)
 - [WWU men’s basketball: Vikings sign 7-footer Logan Schilder to NLI](#), KPUG, 5/6/16
 - [WWU men’s basketball inks former Bellingham, WCC 7-footer](#), Bellingham Herald, 5/6/16
 - Diane Staves appointed to WCC board of trustees, BBJ (print), May 2016 (Ran online in May following press release.)