

## BOARD OF TRUSTEES

### Meeting Agenda

Wednesday, January 18, 2017

Regular Board Meeting -2:00 pm

Laidlaw Center Boardroom, #143

237 W. Kellogg Road, Bellingham, WA 98226

#### MEMBERS:

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

*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  
February 15, 2017**

- I. Call to Order & Approval of Agenda, and Notice of Public Comment Time
- II. Introduction of New Employees (Administrative Services)
- III. Strategic Conversations
  - WCC Foundation Update
- IV. Consent Agenda Tab 1
  - a. Minutes of December 14, 2016 Board of Trustees Meeting (Attachment A)
  - b. Proposed Fall Quarter Graduates (Attachment B)
- V. Action Item Tab 2
  - Proposed change to Policy 516 – Academic Progress Policy
- VI. Report from the President
- VII. Reports Tab 3
  - ASWCC – Jarett Martin, President
  - WCCFT – Tran Phung, President
  - WFSE – Carolyn Jovag, Representative
  - Administrative Services –Vice President Nate Langstraat
  - Student Services –Vice President Luca Lewis
  - Instruction – Vice President Curt Freed
  - Advancement/Foundation – Sue Cole, Executive Director
- VIII. Discussion / Items of the Board
- IX. Executive Session\*
  - "...to review the performance of a public employee...;
- X. Public Comment
- XI. 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 December 14, 2016 Board of Trustees Meeting (Attachment A)
- b. Proposed Fall Quarter Graduates (Attachment B)

#### **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, December 14, 2016

2:00 p.m.

- ➔ **CALL TO ORDER** Chair Barbara Rofkar officially called the Board of Trustees meeting to order at 2:00 p.m. Present in addition to the chair were trustees Steve Adelstein, John Pedlow, and Tim Douglas, constituting a quorum. Others present included President 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 Douglas moved to accept the agenda with one change to postpone the Introduction of New Employees to the next meeting. It was seconded by Trustee Adelstein and the **motion was approved.**
- ➔ Chair Rofkar announced that there is a designated time for public comment on the agenda.

#### **STRATEGIC CONVERSATIONS**

- ➔ International Program Update
  - Kelly Kester, Director for International Program introduced Ulli Schraml, Associate Director for International Programs and two students, Kwanmanus Thardomrong from Thailand and Stekamikha Suwisar from Indonesia.
  - A PowerPoint presentation was shared with an overview of International Program activities. Highlights included:
    - Enrollment is holding steady after years of rapid growth
    - Majority of international students came from Asian countries
    - Approximately 64% in university transfer programs
    - 37% of the students live in homestay, 26% live in WCC apartments, 37% live with family/friends or non-WCC apartments
    - WCC is part of a consortium of 16 community colleges in the state for Study Aboard program. A total of twenty WCC students participated in Study Aboard program
    - A new faculty-led, short-term Study Abroad Program is now available to students

- Kester invited Kwanmanus Thardomrong and Stekamikha Suwisar to share their experiences at Whatcom.
  - Suwisar has been at Whatcom for a year and currently serves on the ASWCC Programming and Diversity Board. She shared that she has received a lot of support from faculty and staff and felt that they are genuinely interested in her success/education.
  - This is Thardomrong's first quarter at Whatcom and her experience has been positive thus far. She is enjoying meeting new friends.
  - Both shared that the major challenges are language barrier and the quarter system. Many of the schools they plan to transfer to are on semester system.

## **CONSENT AGENDA**

### ➔ **Consent Agenda (Calendar)**

- a. Minutes of the November 16, 2016 Board of Trustees Meeting (Attachment A)

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

## **ACTION ITEM**

### ➔ **Proposed Policy 496 – Accessible Information Technology Policy**

Trustee Adelstein moved to adopt Policy 496 regarding accessible information technology. It was seconded by Trustee Pedlow and the motion was passed unanimously.

## **PRESIDENT'S REPORT**

- ➔ Governor Inslee proposed budget was released and the Learning Commons project is included in the proposed budget.
- ➔ At recent WACTC meetings, key discussions included state enrollment rules and ctclink project. Rep. Drew Hansen, most recently chaired the house higher education committee, was the keynote speaker at the presidents dinner.
- ➔ Marty Brown, Executive Director of the State Board for Community and Technical Colleges announced his retirement plan. State Board will begin the recruitment process in mid to late January 2017.
- ➔ A letter signed by all presidents of two-year colleges in Washington State was sent to President elect Trump requesting him to continue the DACA program.

- The College continues to be in the processes of filling vacated and new positions. Currently, there are 13 positions in process.
- Twelve 3<sup>rd</sup> year probationers are up for tenure this year. Tenure materials will be submitted by mid-January. They will be available for Board review in January and February in preparation for Board action in March.
- WCC student, Emanuel Cabrera, was nominated for ACT Transforming Lives Award. The award dinner is scheduled on January 23, 2017.

## **REPORTS**

- **ASWCC** – Yohaly Camacho, Vice President
  - ASWCC is hiring senators for winter quarter, finalizing the work plan, and preparing the orca card swap out in January.
  - The Programming and Diversity Board hosted a Whatcom Listens event on December 1, 2016.
- **Administrative Services** – Nate Langstraat, Vice President
  - WTA Bus Pass will go live January 4, 2017.

## **DISCUSSION/TACTC/ITEMS OF THE BOARD**

- **ACT Conference**

The ACT Conference is scheduled on January 23-24, 2017 at Hotel RL by Red Lion in Olympia. Trustees Pedlow and Douglas are planning to attend.
- **New dates – board meeting**

Due to scheduling conflicts, trustees agreed to reschedule January and February board meetings to January 18 and February 15.

## **BREAK**

- The meeting was adjourned for a five minute break at 3:05 p.m.
- The meeting reconvened into executive session at 3:10 p.m.

## **EXECUTIVE SESSION**

- At 3:10 p.m. the meeting was adjourned for a closed Executive Session of the Board for approximately thirty minutes to “...to consider the minimum price at which real estate will be

offered for sale or lease...” and “...to receive and evaluate complaints or charges brought against a public officer or employee...”

Chair Rofkar announced that no action was anticipated. Guests included President Kathi Hiyane-Brown, Vice President for Administrative Services Nate Langstraat, Vice President for Instruction Curt Freed, and Assistant Attorney General Melissa Nelson.

The Executive Session was extended at 3:40 p.m. minutes for approximately fifteen additional minutes.

The Executive Session adjourned at xxx p.m. and the Board reconvened into open session at 3:55 pm.

### **PUBLIC COMMENT**

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

### **ADJOURNMENT**

- There being no further business, the meeting was adjourned at 4:10 p.m.

## WHATCOM COMMUNITY COLLEGE

### FALL GRADUATES

December 9, 2016

### HONORS PROGRAM

Nicole M. Gitts-Spaur (With Honors)

Samara G. Hester (With Honors)

Danielle M. Jeffreys (With Honors)

Ikenna O. Onukwufor (With Honors)

### ASSOCIATE IN ARTS AND SCIENCES

Kirsten A. Abapo

Jennifer N. Adamson

Madison M. Albright (With Honors)

Sean C. Anderson (With Honors)

Kirandeep K. Aulakh (With Honors)

Katelyn M. Bailey

Alex W. Becker

Carissa A. Bernett (With Honors)

Victoria L. Blymyer (With Honors)

Chelsee N. Boucher (With Honors)

Shelby L. Brown (With Honors)

Patrick E. Buckley

Alexander W. Bulger

Cheryl F. Cafe

Landan E. Campbell

Reed C. Cantrell

Chelsea L. Card (With Honors)

Burgandie M. Carmichael

Italo A. Castaneda (With Honors)

Veronica Cazares

Nadezhda B. Chesheva

Cynthia H. Daly (With Honors)

Maddi Davis

Sarah Margaret Dealy (With Honors)

Rhylee K. Delano

Brenda-Lynn N. Druhall (With Honors)

Clare Duncan

Elizabeth G. Echevarria (With Honors)

Amanda M. Eggert

Courtney J. Emmons (With Honors)

Lauren J. Escalle

Amanda M. Evans (With Honors)

Brian-Jason S. Ferrer

Heather E. Fitzstrawn

Marlo J. Fleek

Eythan G. Frost

Wyatt C. Garrett

Alicia D. Garrison

Nicole M. Gitts-Spaur (With Honors)

Connor C. Glenn

Claireasa L. Golden

Andrae L. Gray

Michael D. Harlick

Joey S. Hawkinson (With Honors)

Brandon S. Heald

Nathanael B. Heflin

John P. Henry

Melissa H. Hering

Samara G. Hester (With Honors)

Gabriella Hintama

Linh M. Hua (With Honors)

Aleksandar Ilic (With Honors)

Danielle M. Jeffreys (With Honors)

Kuan Jiang

Melissa L. Johnson

Michael B. Johnson

James W. Kahle (With Honors)

Shannon E. Karnoski (With Honors)

Ben E. Kartman

Olena O. Kasko

Ryan B. Kelly (With Honors)

Ashley B. Kenerson

Benjamin G. Knibbe

Thanasait Kraikulsait (With Honors)

Neva M. Lapointe-Hall

Collin Lee

Ryan M. Lewis

William J. Lewis

Jiaxuan Li (With Honors)

Joshua T. Lini

Katie N. Linton (With Honors)

Ashley M. Lloyd (With Honors)

Ashley V. Long (With Honors)

Alexandria M. Lyon (With Honors)

Amber J. Machado  
Trinh Mai (With Honors)  
Christian J. Mattler  
Cailean D. Mcleod (With Honors)  
Madeline R. Meloy (With Honors)  
Britney M. Miller (With Honors)  
Elsa S. Miller  
Savannah M. Miller (With Honors)  
Yuka Momono  
Allyson M. Moore  
Madeline A. Mortensen (With Honors)  
Daniel R. Murphy (With Honors)  
Elijah D. Neet  
Yin Laam Ngan  
Michael Odushkin (With Honors)  
Marlena R. O'Neill  
Ikenna O. Onukwufor (With Honors)  
Jon-Mycal D. Panattoni  
Austin R. Parmer  
Patrick V. Perez  
Hannah M. Peterson  
Kenneth L. Pheanis  
Farnaz N. Pirdavari  
Jennifer M. Porter  
Karamvir S. Rai (With Honors)  
Alan Rivas-Parra (With Honors)  
David G. Roy (With Honors)  
Leah R. Russell  
Mary Elizabeth Russell (With Honors)  
Elrond T. Saltana  
Shiori Sato

Evan W. Saunders  
Kylie A. Schmid  
Calvin E. Schoneck  
Noah J. Sharp  
Tina Shelton (With Honors)  
Audrey C. Shippen  
Olga P. Shpak (With Honors)  
Anthony J. Slama  
Olivia R. Slama  
Chak Yan So  
Andrew J. Stalsbrotten  
Shelby L. Stamey  
Angie B. Stippler (With Honors)  
Matthew L. Sulier  
Reed M. Summerlin  
Alexander N. Sutherland  
Forest J. Sweeney (With Honors)  
Lela M. Thomas-Pigott  
Sandra Marie Tisbe (With Honors)  
William H. Tyas (With Honors)  
Levi J. Uhrig (With Honors)  
Dustin C. Waaga  
Justice Walker  
Kateland R. Watson  
Emilythe K. Whitehouse  
Emalee R. Whiteman  
Alexandra C. Whitson  
Hope Wilkett  
Samantha F. Williams  
Dalton T. Wynne  
Keegan Young

### **ASSOCIATE IN SCIENCE TRANSFER**

Andrew S. Christensen (With Honors)  
Kyunghyun Lee (With Honors)

Nicole A. Masurat (With Honors)  
Valerie A. Shinn

### **ASSOCIATE IN BUSINESS DTA/MRP**

Julian G. Holmes  
Scott R. Pygott  
Sarah M. Tisbe

Kristy Tsan (With Honors)  
Branden L. Warren

### **ASSOCIATE IN APPLIED SCIENCE- TRANSFER CYBERSECURITY**

Charles F. Hubbard

Lynda J. Moore



**ASSOCIATE IN LIBERAL STUDIES**

Sophie E. Blinder  
Jasmine M. Wheeler

Hope Wilkett  
Natsumi Yoshida

**ASSOCIATE IN ARTS EARLY CHILDHOOD EDUCATION**

Alycia P. Hendrickson (With Honors)  
Eryn C. Messer

Michaila N. Taylor

**ASSOCIATE IN ARTS VISUAL COMMUNICATIONS**

Carol A. Bourns (With Honors)  
Brian M. Drake (With Honors)

Neill P. Mclaughlin (With Honors)

**ASSOCIATE IN SCIENCE BUSINESS ADMINISTRATION**

Ellie P. Anderson

Jonathan M. Waschow

**ASSOCIATE IN SCIENCE COMPUTER INFORMATION SYSTEMS**

Marc K. Camacho

**ASSOCIATE IN SCIENCE CRIMINAL JUSTICE**

Elise B. Roebuck

Eric E. Weber

**ASSOCIATE IN SCIENCE MASSAGE PRACTITIONER**

Holly S. Hood

**ASSOCIATE IN SCIENCE PARALEGAL STUDIES**

Nancy N. Carrillo

**ASSOCIATE IN SCIENCE PARALEGAL STUDIES GENERAL**

Larayne C. Luthi

**ASSOCIATE IN SCIENCE PHYSICAL THERAPIST ASSISTANT**

Ben R. Berry  
Kathleen E. Galloway  
Jacob D. Gates

Rachel M. Rexroat  
Kelli M. Smith  
Michael J. Woodland

**CERTIFICATE ACCOUNTING**

Aaron T. Prechtl

Scott T. Sutton

**CERTIFICATE CRIMINAL JUSTICE**

Nicholas M. Martinez

**CERTIFICATE HOSPITALITY AND TOURISM BUSINESS MANAGEMENT**

Noe Kotani

Brianna A. Lopez

**CERTIFICATE MASSAGE PRACTITIONER**

Alisa D. Alexis

Matt Horikawa

Cory E. Clarke

Bonnie L. Keen

Juliet K. Desmarais

Gregg Antonio Oliveri

Makenzie L. Frazier

Tonya J. Ross

Kelly M. Hogan

Zachary T. Wolcott

**HIGH SCHOOL DIPLOMA**

Ellie P. Anderson

Jiaxuan Li

Jordan S. Courtright

Madeline R. Meloy

Cera L. Echols

Toan Doan Duy Nguyen

Mengxin Gao

Dixie J. Ruiz

Wyatt C. Garrett

Emily Sanborn

Veronica Gonzalez

Jasneet K. Sangha

Ryan B. Kelly

Levi J. Uhrig

## **M E M O R A N D U M**

Office of the President

---

To: Whatcom Community College Board of Trustees

From: Kathi Hiyane-Brown, President

Date: January 11, 2017

RE: Recommend Changes to Whatcom Community College Policy 516

### **Overview**

Academic Progress Policy 516 provides students and the College a way to determine when a student's academic performance is slipping. Under the current policy, indications of poor academic performance are determined by 1) a student's cumulative and quarterly GPA and 2) course completions. The purpose of this memo is to recommend revisions to the policies more structured requirements geared toward student success and retention.

The original changes to Policy 516 were approved by the Whatcom Community College Board of Trustees on June 18, 2014. These progressive changes were believed to increase the College's ability to identify student populations that are struggling academically. However, a significant number of exceptions or extenuating circumstances exist where the policy does not apply causing confusion, and inefficiencies for students and staff.

### **Issues**

1. Identifying students at risk by recalculating S, P, and U grades is confusing for students and advisors and there is no easy way for students to access this information as it is not posted on transcripts nor can students recalculate it for themselves.
2. Calculating whether or not a student successfully completes 50% or more of their courses frequently requires laborious exceptions to be made. This portion of Policy 516 does not properly address the variety of reasons a student may drop a class and is unfair to part-time students who need to drop a class.
3. Restricting students on academic probation to 12 credits creates inequity and unrealistic scheduling barriers for students. Additionally, International Students are already exempted since Visas do not permit anything less than full-time.

### **Proposed changes**

1. Remove S,U, and P grade from the GPA calculation
2. Remove the 50% course completion requirement
3. Allow students on probation to take more than 12 credits
4. Remove language from the policy describing how to implement satisfactory academic progress

### **Suggested Motion:**

**Move to adopt proposed changes to Policy 516.**

---

TITLE: Academic Progress Policy  
(NUMBER: 516 (formerly 3075)  
APPROVED BY BOARD OF TRUSTEES: 6/18/2014

---

Whatcom Community College is committed to facilitating student academic success and completion of degrees and certificates. The purpose of the Academic Progress Policy is to recognize students in good academic standing and to intervene with students when low academic progress occurs. The following academic progress standards are intended to promote successful learning and alert students to potential problems in time to take corrective action toward completing their academic goals.

### **Academic Good Standing**

- Students with a quarterly and cumulative grade point average (GPA) of 2.00 or higher.

### **Academic Warning**

- Students with a quarterly GPA below 2.00 and a cumulative GPA of 2.00 or higher.
- Students after their first quarter at WCC with both a quarterly and cumulative GPA below 2.00.
- Students return to good academic standing when they achieve both a quarterly and cumulative GPA of 2.00 or higher.

### **Academic Probation**

- Students with both a quarterly and cumulative GPA below 2.00 after a minimum of two consecutive quarters.
- Students remain on academic probation when their quarterly GPA is 2.0 or above and their cumulative GPA is below 2.00.
- Students return to good academic standing when they achieve both a quarterly and cumulative GPA of 2.00 or higher.

### **Academic Suspension**

- Students with a quarterly GPA below 2.0 in a quarter subsequent to being on academic probation.
- Students are eligible to enroll in one class equal to 5 credits or less.
- Students are eligible to enroll in more than 5 credits if approved by the VP of student services or designee.
- Students return to good academic standing when they achieve both a quarterly and cumulative GPA of 2.00 or higher.

### **Course Repeats**

Students must notify the registration office by email or by submitting a course repeat card through the registration office to exclude a repeated course grade from their GPA calculation.

# Whatcom

## COMMUNITY COLLEGE

### Reports to the Board of Trustees January 18, 2017 Meeting

#### ➤ ASWCC– Jarrett Martin, President

- **The Great Orca Card Swap-out** (*3.1 Increase College stature as a community and educational partner, 3.4 Strengthen sustainability practices on-campus and in local and global arenas*)
  - The ASWCC and the Office of Student Life and Development held the “Great Orca Card Swap-out” event to help ease transitions into the new student ID cards. The event provided students with an easy way to pick up their IDs, gave students the opportunity to take photos with a cardboard cutout of a giant ID card, and provided resources to learn about WTA’s bus service. The ASWCC also collaborated with Mary Vermillion, Grace Jones, and WTA to get a session about WTA added to the new student orientation.

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

- **Administrative Services** (*Goal 5.1 Create and manage growth through fiscal, capital, technological and human resource development*)
  - The Governor’s budget proposal for the 2017-2019 biennium was released in mid-December. The proposal includes funding for the Phyllis & Charles Self Learning Commons at 100% of the amount requested. Other highlights include frozen tuition for the biennium, investments in student academic preparedness, compensation increases, and investments in State Need Grant and Opportunity Scholarship. The legislative session officially begins on January 9, 2017, at which time the House and the Senate will begin work on their respective budget proposals. If the regular session runs on time, a compromise budget would be anticipated on or before April 23, 2017.

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

- Data gathering and payroll cost projections have begun for the 2017-18 budget process.

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

- Several projects are in various stages of design including the Kellogg Road Pedestrian Improvements, Kulshan 108 Lab Conversion, Cascade Server Room Emergency Generator System, and the Pavilion Gymnasium Exhaust Fan Replacement. Bid documents and detailed schedules for each of these projects

will be developed through February with most of the projects bidding in early March for a spring/summer construction period.

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

- On December 8, thirty-six WCC emergency response personnel, along with members of the City of Bellingham's Police and Fire Departments, participated in the "Active Shooter on College Campus" FEMA virtual table top exercise. The exercise provided participants an opportunity to review, evaluate, and test WCC's readiness in matters related to emergency preparedness. Upon conclusion, participants were provided an opportunity to share questions, concerns, and comments.

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

- Internally, Conference & Event Services (CES) will support the Entry & Advising Transfer Fair, Student Life Student Senate meetings, T.A.G.'s Annual Predictions Luncheon event, the annual MLK Conference co-sponsored by the Intercultural Affairs Office, a High School Counselor meeting and the Student Life Winter Ball.

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

- The Bookstore continues to expand its offering of digital textbooks and course materials. For winter 2017, the Bookstore will offer over 80 different WCC course required core textbooks in a digital format. Students can access and purchase these ebooks via WCC's Bookstore website or through its partner (Redshelf) at [www.whatcom.redshelf.com](http://www.whatcom.redshelf.com).

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

- WCC's email domain has been changed to @whatcom.edu.
- The LDC Boardroom audio/Visual setup was upgraded in December. Upgrades include a new projector, screen, and Blu-ray player.

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

**Student Conduct** (1.4 *Introduce new opportunities for student learning and engagement*, 2.3 *Improve student learning*).

- Rebecca Butler continues to partner actively with Residence Life to develop and clarify policies/procedures and assist in the training and work of Resident Advisors.

**Entry Services** (1. *Expand opportunities for students to achieve their potential*)

- On December 16 and 30, Entry Services orchestrated another campus wide effort to call students to remind them that their tuition was due. Over 20 staff members participated in calling more than 900 students.

**Student Life & Development** (1.4 *Introduce new opportunities for student learning and engagement*)

- On December, 1, 2016, the Programming and Diversity Board teamed up with Sustainability Committee and the Sustainability Club in order to promote

awareness of the importance of reducing waste in our environment. They provided graphics and information to teach attendees about what, how, and where to recycle different items, as well as information about why this topic is so important to our community. Over 50 people attended the event and participated in three different upcycling craft opportunities.

- The Office of Student Life and Development has been focusing on the programming around helping WCC students swap out their Orca Cards for the new ones that will allow them unlimited access to WTA services. The student leaders hosted an event in the Syre Student Center where students were able to receive their new cards and learn about Student Senate, Student Clubs, meet with the Office of Student Life and Development Staff, participate in a photo booth with prize opportunities from the WTA, as well as learn about how their bus pass can work for them. The staff provided a festive environment with music, balloons, popcorn, and treats.
- On January 4<sup>th</sup>, The Programming and Diversity Board partnered with the Campus Christian Fellowship to kick off their Winter Quarter programming with pancakes and a create-you-own customized hot cocoa event.

**Residence Life** *(1.3 Increase access for diverse and nontraditional student populations, 1.4 Introduce new opportunities for student learning and engagement)*

- Residence Life is planning a house meeting for all residence in January to discuss contract violations, cleaning, proper vacating procedures, lease renewals, excessive garbage, inspections, and overnight guests.
- Contract violations are at an all-time low due to increase Resident Advisor training and the efforts of Rebecca Butler, Student Conduct Officer and BIT Case Manager.

**Athletics** *(1.1. Increase student achievement in transfer and career preparations. 1.4. Introduce new opportunities for student leaning and engagement, 5.2. Diversify and secure funding/resources from external sources).*

- Athletics is currently working on formalizing the advising process for WCC's 79 student-athletes. This process will enhance new opportunities and transfer preparation as student-athletes progress at WCC.
- Athletics is also directing eligible students to the AIM (Achieve Inspire Motive) program in order to give student-athletes more opportunities for learning and engagement.
- Athletics continues fundraising efforts by running concessions during Western Washington University games held at WCC.

**Financial Aid** *(1.3 Increase access for diverse and nontraditional student populations)*

- Financial Aid staff participated in FAFSA and WASFA completion events at all local high schools during the month of October. This effort in partnership with Futures North West, WCC Outreach, and other area colleges and universities is focused on increasing access to college for needy and nontraditional students by increasing the number of high school students who complete the FAFSA or WASFA.

- For the 2016-2017 academic year, as of March 6, 2016 Financial Aid received 2022 FAFSA applications and 19 WASFA Applications. For the 2016-2017 academic year, as of January 4, 2017, Financial Aid received 5780 FAFSA applications and 86 WASFA applications. For the 2017-2018 academic year, as of January 4, 2017, Financial Aid received 2031 FAFSA applications and 23 WASFA applications.

**Academic Advising** (1.2 Increase academic support for students. 2.3 Improve student learning)

- Starfish implementation continues to make progress with functionality such as:
  - Advisor calendars which students will be able to access for making appointments,
  - Success plans which will alert students to specific steps to take for processes such as getting started, academic reinstatement, and graduation, and
  - Self-service kiosks which will allow students to sign in for scheduled appointments as well as add their name to the list for drop-in advising.

**Access and Disability Services**

- For Fall 2016 Access and Disability Services (ADS) had 363 students registered. Of those students, 10 were Veteran Students and 50 were Running Start Students. ADS provided 215 students with Letters of Accommodations.
- The breakdown of disability types for Fall 2016 are as follows:
  - Def/Hearing Loss – 18
  - Mobility – 3
  - Speech/Language – 6
  - Learning Disability – 205
  - Blind/Visual Loss – 11
  - Chronic/Acute Health – 94
  - Neurological – 51
  - Mental Health – 170
  - Autism Spectrum – 19
- The breakdown of accommodations for Fall 2016 are as follows:
  - Interpreter – 9
  - Typewell – 3
  - Chairs – 17
  - E-text – 48
  - Accommodated Testing in Testing Center – 238
  - Accommodated Testing in Private Room – 29
  - Reader and/or Scribe – 27
  - Note taker – 54
  - Record Lectures – 27



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

**NSF-STEM Grant:** *(2.1 Improve instructional delivery, 2.2 Improve student learning, 5.2 Diversify and secure funding/resources from external sources)*

- WCC has been recommended for funding for a Scholarships in STEM (S-STEM) grant from the National Science Foundation (NSF). WCC's S-STEM project is titled *STEM Excellence through Engagement in Collaboration, Research, and Scholarship* (SEECRS) and will be led by Tommaso Vannelli, full-time chemistry faculty at WCC. The SEECRS project, in the amount of \$650,000 over five years, will provide invaluable financial and academic support to 36 low-income, academically talented WCC scholarship awardees. The SEECRS project will be characterized by a cohort experience, faculty mentors, student support services, and options for undergraduate research implemented cohesively using a guided pathways approach.

**Strategic planning:** *(5.1 Foster an evidence-based culture of continuous improvement)*

- 222 employees responded to the campus strategic planning survey, which will provide invaluable information for the continuing development of the strategic plan. In January, the strategic planning steering committee will review the survey, summarize findings, and develop and prepare a morning strategic planning activity for professional development day.

**International Programs:** *(1.3 Increase access for diverse and nontraditional student populations, 4.3 Increase access for under-represented populations)*

- Kelly Kester, Director of WCC's International Programs, traveled to Indonesia, Thailand and Nepal on a 13-day recruitment trip this past November. During that time, he met with several recruitment agencies in those countries, attended college fairs and other informational events in several cities, and met with a large number of prospective students (and their parents) who will be applying to Whatcom in the coming quarters.  
Indonesia is a secondary but important market for Whatcom—behind China and Vietnam, who both send more students. Indonesian enrollments for the coming year appear to be holding steady.  
Both Thailand and Nepal, although small markets, provide diversity to WCC's international student population.  
Thailand is experiencing economic uncertainty and political unrest at the moment, and in general has a lower demand for a US education, all of which contribute to a smaller number of Thai students applying to Whatcom; however, they consistently send about 10 students to Whatcom.  
Nepal is a fairly new market for WCC, although several Nepalese students attended Whatcom about 10 years ago. The Nepalese agency Kelly is working with is interested in sending quality applicants, not large numbers, but his presentations generated a lot of serious interest. He expects there will be many applications, although a relatively small number of students will actually be attending Whatcom.
- Whatcom is in the process of welcoming our largest intake of international students for a winter quarter. Students entering WCC this month come from China, Hong Kong, India, Indonesia, South Korea, Pakistan, Taiwan, Thailand and Vietnam.

**Workforce programs:** *(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, 4.3 Increase access for under-represented populations)*

- **Basic Food Employment & Training (BFET):** The BFET program awarded \$17,403.46 to WCC BFET students across fall quarter 2016 and has awarded \$9,320.79 to date to students for winter quarter. These funds provide access, retention and completion support to low income professional/technical, ABE, ELL and High School Completion students. BFET also provided \$10,000 toward the WCC Emergency Scholarship fund for fall and will provide the same amount for winter quarter for the general student population.
- **Worker Retraining (WRT):** Based on the current trajectory, WCC is at risk of missing by 11% its annualized target FTE of 54 WRT students. Contributing factors include improved economic conditions and fewer Unemployment Insurance (UI) claims. To counter, WCC is implementing new and/or improved strategies to identify students eligible for WRT support. Some of these strategies include: identifying all UI eligible WRT students on campus based on Employment Security Department monitoring reports; during fall quarter WCC presented at all UI orientations, kept a database of interested participants, and provided customized outreach; in winter quarter WCC staff will work with students in qualifying programs to offer a Funding and Support identification workshop.

**Limited License Legal Technician (LLLT):** *(1.1 Increase student achievement in transfer and career preparation, 2.1 Maintain currency in college curriculum and delivery, 4.1 Reinforce diversity elements in curriculum)*

- The LLLT Washington State Supreme Court college site team will come to campus January 23-24, 2017 as part of the approval process for Whatcom's application to be the first community college to offer the LLLT core curriculum that is not American Bar Association (ABA) approved. (There are currently four ABA-approved colleges in Washington state.) The Court is interested in providing greater access to justice to those in need of affordable legal services through this effort. LLLTs are independent law practitioners with a very specific scope of practice and focus of law, serving those with basic legal needs. The LLLT site team will meet with paralegal studies (PLS) faculty, college administration, the paralegal (PLS) program advisory committee, key staff from human resources, the diversity committee, assessment and institutional research, and library and student access services, as well as observe PLS classes and have an online course demonstration. Results from the LLLT site visit are expected in late winter or early spring.

**Medical Assisting (MA) program:** *(1.1 Increase student achievement in transfer and career preparation, 1.4 Introduce new opportunities for student learning and engagement, 2.1 Maintain currency in college curriculum and delivery, 2.2 Improve instructional delivery, 2.3 Improve student learning, 5.2 Diversify and secure funding/resources from external sources)*

- With support of a State Workforce Grant, the MA program is being redesigned to update the curriculum in response to feedback from industry. Two industry workgroups were held to identify gaps, trends, and needed updates to curriculum. The curriculum revision has been reviewed by faculty and administration and is now ready to submit to the Curriculum Committee. The program redesign will help students graduate with more current skills as well as to get more of the curriculum requirements funded by financial aid.

**Chemical Dependency Professional (CDP), Health Employee Education and Training**

**(HEET-9) 2016-17 grant:** *(1.1 Increase student achievement in transfer and career preparation, 1.4 Introduce new opportunities for student learning and engagement, 2.1 Maintain currency in college curriculum and delivery, 5.2 Diversify and secure funding/resources from external sources)*

- With support of HEET funds, WCC, in partnership with Spokane Falls Community College (SFCC, project lead), developed a 15 credit, fast-track CDP program that has now been approved through WCC's curriculum committee to be offered to licensed mental health professionals. Two regional industry workgroups were convened to give feedback on the curriculum. SFCC's winter cohort is full and WCC's first cohort – spring 2017 – has 15 applicants with a full cohort anticipated. All courses will be offered solely online. This project is also funding development of a new behavioral health program at WCC.

**Ferndale School District (FSD) student-run help desk:** *(1.1 Increase student achievement in transfer and career preparation, 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)*

- With remaining GenCyber grant funds, Whatcom's program will be hosting an on-campus workshop in February to help launch Ferndale School District's new student-run help desk. Workshop participants will be Ferndale and Windward high school students who will be "staffing" the help desk, and FSD instructors, introducing them to typical problems the students may encounter. The workshop will be informed by WCC's own innovative help desk program that has provided industry-like experience to many students for ten years. Internship opportunities will be available beginning in spring quarter for WCC'S CIS students to serve as mentors to the high school students and to help solve more complex customer issues.

**Non-traditional workshops:** *(1.1 Increase student achievement in transfer and career preparation, 1.3 Increase access for diverse and nontraditional student populations)*

- With support from a Perkins Non-Traditional grant and donations from local service organizations and businesses, Whatcom will once again be holding the popular one-day workshops to introduce middle school students to non-traditional careers: Guys & Guts will be held on March 4, and Girls Go Tech on April 22. NASA astronaut and U.S. Navy Captain (retired) Wendy Lawrence has tentatively committed to speaking at Girls Go Tech.

**Cybersecurity camps:** *(1.1 Increase student achievement in transfer and career preparation)*

- Two high school cybercamps are being planned for summer 2017, funded by WCC's NSF cybersecurity grants, and a middle school cybercamp is pending approval of a new GenCyber grant. Camp dates are still to be determined.

**Nursing pathway:** *(1.1 Increase student achievement in transfer and career preparation, 1.4 Introduce new opportunities for student learning and engagement, 2.1 Maintain currency in college curriculum and delivery, 4.3 Increase access for under-represented populations)*

- WCC continues to work with labor/management at PeaceHealth to enroll students in the nursing program pathway: nursing assistant certified (NAC) → nursing program pre-requisites → nursing program. Courses in NAC Acute Care, NAC Skills Exam Prep, Behavioral Health in Acute Care, and Care of the Older Adult in Acute Care have been developed for spring quarter offering. A PeaceHealth representative presented job opportunities and nursing pathways to English as a Second Language (ESL), Adult Basic Education (ABE), High School 21 and NAC students fall quarter. Both labor and management have agreed to sign on to a HEET-10 continuation of this grant project for 2017-18.

**Nursing Program:** *(1.4 Introduce new opportunities for student learning and engagement, 2.3 Improve student learning)*

- The Whatcom Nursing Program is moving forward with the planned HPV immunization clinic for the WCC campus community, scheduled for Friday, February 10, 10:00-2:00. Nikki Gosch, nursing instructor, will be in attendance to assist with the clinic and supervise the nursing students. The Student Nurses of Whatcom (SNOW) will promote the HPV clinic at the WCC Club Fair day in January.

**International Conference Presentation:** *(2.5 Increase professional development opportunities for faculty and staff)*

- On December 13 and 14, Danielle Aldawood, WCC's new full-time ESL-Academic faculty member, presented at the international conference "Looking Beyond the 50th Anniversary of the Covenants. What Interdependence and Indivisibility of Human Rights?" at the University of Padua in Padua, Italy. The aim of the conference was to "nurture a multi-disciplinary and multi-sectoral debate on the present and especially the future of human rights promotion, protection and implementation." Drawing from a diverse group of scholars from Europe, the U.S., India, Iran, and Australia, the conference panel presentations included the themes of the 2030 Agenda for Sustainable Development, addressing human rights issues from a local perspective, the pragmatic and paradigmatic challenges of integrating technology and human rights, issues of citizenship and human rights, and enabling human rights through multi-faceted endeavors. Guest speakers included the Italian President of the Inter-Ministerial Committee for Human Rights, the President of Amnesty International-Italy, and a United Nations Human Rights Council Advisory Committee Member. Danielle presented her research pertaining to the need for decolonial pedagogy within the humanities and social sciences, and specifically within the field of human rights education. Her research centers on the failure of higher education to

incorporate non-Western and non- Eurocentric knowledge within these disciplines and to evaluate what academia deems to be valid sources of knowledge. The feedback and collaboration borne out of this conference has been both promising and instrumental in guiding her future research plans.

**“I Love STEM” Week:** *(1.4 Introduce new opportunities for student learning and engagement)*

- The STEM division will be hosting an “I ♥ STEM” presentation the week of February 13th as part of the College’s 50th anniversary celebration. Several faculty are working on creating presentations and displays to share with the campus community for this special STEM awareness week.

### ➔ **Foundation and College 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 70 gifts and pledges totaling \$44,593 for the month of December. Year to date as of December 31, 2016, we have received over \$1,442,920 in gifts and pledges.

**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**

- The Foundation-sponsored Holiday Luncheon was held on November 30 for faculty and staff, with donations to the Foundation’s memorial scholarship funds.
- The first meeting of the Foundation’s campaign feasibility study committee took place on November 29 with 25 community leaders in attendance.
- A meeting was held with a representative from BP/Cherry Point regarding sponsorship and support on December 22.
- Foundation staff participated in a welcome event for a new cohort of international students on December 29.

**Communications, Marketing and Publications 3.1 – Increase College stature as a community and educational partner.**

**Press Releases/Media Outreach and Resulting Media Coverage. Find college news at [whatcom.edu/news](http://whatcom.edu/news)**

- Community Education winter break program press release
  - [Enroll your child in Hogwarts Satellite School over winter break](#), The Chamber, 12/23/16
- BAS in IT Networking pitch to Bellingham Wins
  - [Corrinne Sande](#), Bellingham Wins, 12/27/16
- BAS in IT networking pitch to Bellingham Business Journal
  - Whatcom Community College to offer in-demand IT degree (January print edition)
- WCC and WTA partner on “universal” bus pass for students
  - [WCC students can ride bus with ID card](#), The Bellingham Herald, 1/4/16
- Turning Point press release

- [WCC courses aid in personal and career refocusing](#), Ferndale Record, 12/15/16
- NSF grants press release
  - Whatcom's NSF funding, KAFE Radio's "The Upside," 12/10/16
- Other coverage:
  - [Community Food Co-op Delivers Quality and on a Budget](#), Whatcom Talk, 1/3/17