

## BOARD OF TRUSTEES

### Meeting Agenda

Wednesday, October 10, 2018

Regular Board Meeting -2:00 pm

Laidlaw Center Boardroom, #143

237 W. Kellogg Road, Bellingham, WA 98226

#### MEMBERS:

- **John Pedlow**  
Chair
- **Steve Adelstein,**  
Vice Chair
- **Tim Douglas**
- **Wendy Bohlke**
- **Rebecca Johnson**

- I. Call to Order & Approval of Agenda, and Notice of Public Comment Time
- II. Strategic Conversation
  - Suicide Prevention and Student Wellness –Counseling Full time Faculty Paul Curd and Margaret Vlahos; and Rebecca Butler, Director for Community Standards and Residence Life
- III. Consent Agenda Tab 1
  - a. Minutes of August 9-10, 2018 Board of Trustees Retreat (Attachment A)
  - b. Proposed Summer Quarter Graduates (Attachment B)
- IV. Action Item Tab 2
  - Proposed Bachelor of applied science in applied business management (first reading, possible action)
- V. Report from the President
- VI. Reports Tab 3
  - ASWCC – Mason Green
  - WCCFT – Tommaso Vannelli, President
  - WFSE – Carolyn Jovag, Representative
  - Administrative Services –Vice President Nate Langstraat
  - Student Services –Vice President Luca Lewis
  - Instruction – Vice President Ed Harri
  - Advancement/Foundation – Sue Cole, Executive Director
- VII. Discussion / Items of the Board
  - November Board Meeting Date
  - ACT Fall Conference
- VIII. Executive Session
  - (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
- IX. Public Comment
- X. Adjournment

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

#### NEXT MEETING REMINDER

**November 15, 2018**  
**Work Session begins**  
**at noon**

#### \*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 August 9-10, 2018 Board of Trustees Retreat (Attachment A)
- b. Proposed Summer 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 RETREAT

August 9-10, 2018

Willows Lodge, 14580 NE 145<sup>th</sup> St., Woodinville, WA

Thursday: 8:00 a.m. – 4:00 p.m.; 6:00 pm – 8:00 p.m.

Friday: 8:00 a.m. – 12:00 p.m.

#### Thursday, August 9, 2018

- **CALL TO ORDER** Chair John Pedlow officially called the Board of Trustees meeting to order at 8:10 a.m. Present in addition to the chair were trustees Steve Adelstein, Tim Douglas, Rebecca Johnson, and Wendy Bohlke, constituting a quorum. Others present included President Kathi Hiyane-Brown; Ed Harri, 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; Janice Walker, Dean for Workforce Education; and Rafeeka Kloke, Special Assistant to the President.

#### INTRODUCTION OF GUEST

- Dr. Jack Oharah, former President of Edmonds Community College, was introduced as the facilitator for the two-day planning retreat of the Board.

#### ACTION TO ACCEPT AGENDA

- Trustee Johnson moved to approve the meeting agenda as proposed. It was seconded by Trustee Adelstein and the **motion was approved unanimously.**
- Chair Pedlow announced that there is a designated time for public comment on the agenda.

#### CONSENT AGENDA

##### ➤ Consent Agenda

- Minutes of the June 13, 2018 Board of Trustees Meeting (Attachment A)
- Proposed Spring Quarter Grads (Attachment B)

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

## **STRATEGIC CONVERSATIONS**

### ➔ **Review 2017-18 work plan: Accomplishments and strengths**

Cabinet members shared a PowerPoint presentation which provided an overview of accomplishments for each of the core themes and 2018-19 priorities.

The complete 2017-18 Year End Work Plan report is available on WCC's public website: [www.whatcom.edu](http://www.whatcom.edu).

### ➔ **Mission Fulfillment/Accreditation**

As part of the presentation, mission fulfillment was discussed. The College's Year 7 Accreditation visit is scheduled for April 2019.

### ➔ **Capital Campaign**

Sue Cole, Executive Director for Advancement, introduced Shamra Clark with Shamra Clark Consulting Group. Clark provided an overview of the campaign. The campaign will focus on raising funds for scholarship and funds for excellence with a goal of \$2.5 million. She discussed strategies on how to reach the target goal and solicit board members feedback.

### ➔ **Applied baccalaureate degrees**

Ed Harri, Vice President for Instruction, provided an overview of the process and timeline on development and approval of applied baccalaureate degrees for community and technical colleges.

## **PUBLIC COMMENT**

➔ Chair Pedlow called for public comment. There was none.

## **BREAK**

➔ At 4:00 p.m., the meeting was recessed for approximately two hours for a break.

## **STRATEGIC CONVERSATION (continued)**

➔ The Board meeting was reconvened by Chair Pedlow at 6:00 p.m. Present in addition to the chair were trustees Steve Adelstein, Tim Douglas, Wendy Bohlke, and Rebecca Johnson constituting a quorum. Other present included President Kathi Hiyane-Brown, Special Assistant to the President, Rafeeka Kloke, and Facilitator Jack Oharah. Discussions of the Board continued including board succession plan, meeting with Bellingham Technical

College and Skagit Valley College trustees, legislative advocacy, board communication and participation in ACT.

### **PUBLIC COMMENT**

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

### **ADJOURNMENT**

- There being no further business, the meeting was adjourned at 8:00 pm

### **Friday, August 10, 2018**

- **CALL TO ORDER** Chair Pedlow officially called the Board of Trustees meeting to order at 8:30 a.m. Present in addition to the chair were trustees Steve Adelstein, Tim Douglas, Wendy Bohlke, and Rebecca Johnson constituting a quorum. Others present included President Kathi Hiyane-Brown, Special Assistant to the President, Rafeeka Kloke, and Facilitator Jack Oharah.
- Chair Pedlow announced that there is a designated time for public comment on the agenda.

### **EXECUTIVE SESSION**

- At 8:30 a.m., the meeting was adjourned for a closed Executive Session of the Board for approximately ninety minutes to “...review the performance of a public employee...”  
Chair Pedlow announced that no action was anticipated. Guests included President Kathi Hiyane-Brown.
- The Executive Session adjourned at 10:00 a.m. and the Board reconvened into open session at 10:00 a.m.

### ➤ **Development of 2018-19 Board of Trustees work plan**

The following key priorities were discussed:

- Advocate for system priorities and advocate for increase funding for the system and the college
  - Competitive compensation
  - Guided pathways support
  - High-demand training
  - Update facilities to meet needs
- Become aware of college initiatives for the purpose of speaking to the opportunities, initiatives, and challenges in the community, region, and nationally
- Participate in the fundraising campaign. Support the work of the WCC Foundation, the Executive Director, and the President for the campaign

- Begin review of Board policies
- Prepare for a successful comprehensive accreditation visit
- Support the College president in meeting institutional goals and priorities

➤ **Winter Retreat**

- A one day winter retreat will be scheduled in February or March 2019. Suggested agenda items included accreditation, enrollment strategies, and policy review.

**PUBLIC COMMENT**

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

**ADJOURNMENT**

- There being no further business, the meeting was adjourned at 12:00 p.m.

# WHATCOM COMMUNITY COLLEGE

Summer 2018 GRADUATES  
August 17, 2018

## HONORS PROGRAM

ALYSA Y. KANEKO \*  
RUKHSAR SADAT \*  
MY TIEU VUONG \*

## ASSOCIATE IN ARTS AND SCIENCES

ADRIEL ABHIMANYU	DANTE L. LEWIS
REMY J. ACOSTA	SHAN-YIN-NICOLE LIEW
PEYTON RENEE ACREE *	REGULUS N. LIGHTCASTER
EASTON R. ANDERSON *	MARINA S. LIMANSKIY *
TENA BEARDONTWALK	CHELSEA E. MARION *
NORA M. BOEHM	ALEXANDER T. MARTIN
ABIGAIL LYNN BOYER	COURTNEY E. MASON *
LAURE BRINSON-LARRABEE *	ANH HONG PHUONG NGUYEN *
KYRSTIN T. BROWNFIELD	KIRSTEN R. NIELSEN
ALEXANDRIA R. CARDINALE	ADAM D. NUTT
BROOKLYNN CHRISTENSEN	ROSALEE G. OBLAD *
DASSAH L. CLAYTON *	MARCOS J. ORTIZ *
REBECCA L. CLIPPINGER	ALEXANDRIA G. PHILLIPS
HUNTER R. CRIM	PREETPAUL S. RAJ
JOSHUA N. DAVIS	BROOKE E. REDFERN
SHANTANU P. DESHMANE	JOSEPH T. ROACH *
BEAU T. FICKLE	JILL M. ROBERSON
JOSH A. FRIBERG *	DANIEL J. RODRIGUEZ *
CYRUS J. FROST	SEQUOIA S. ROESSEL *
SANDRA FUNK *	NOORULAIN SAADAT
MARCO A. GONZALEZ	RUKHSAR SADAT *
THOMAS GREENAN *	MEGAN F. SHIPLEY
ANDY B. HAGGITH	RANDY S. SIVERSON
SHELBY HAUPT	VIKTOR VEROVOY
JESSICA L. HEILMAN	MY TIEU VUONG *
SUSAN A. HESS *	JOEY S. WARNER
SAMANTHA R. JENSEN	GILLIAN I. WELTER *
ALYSA Y. KANEKO *	EMMA J. WINTON
JYOTI KAUR	XIAOYI ZHANG
NATALIE KELLOGG	CASSIDY B. ZYLSTRA *
SAMUEL S. LAPORTE	

\*NOTE: These student are recognized as graduating with honors.

**ASSOCIATE IN BUSINESS DTA/MRP**

JADE W. JARVIS  
JYOTI KAUR  
DALTON A. OHLIGSCHLAGER \*  
DAWSON A. OHLIGSCHLAGER \*  
NICK A. STAGL \*  
MEGHAN A. THOMPSON \*  
DAKOTA J. WHITE  
CASSIDY B. ZYLSTRA \*

**ASSOCIATE IN SCIENCE TRANSFER**

JOHN P. BERNARD  
ADDISON J. HEIMANN \*  
SYDNEY L. MCWHORTER  
SHANON N. MOORE  
SAVANNA R. POTHIER \*

**ASSOCIATE IN APPLIED SCIENCE- TRANSFER  
CYBERSECURITY**

ZAW MUN AUNG  
TODD GALBRAITH \*  
WESLEY B. PATTEN \*  
JOSHUA F. STUIFBERGEN \*  
JOHN A. TRANER

**ASSOCIATE IN LIBERAL STUDIES**

KEVIN P. LAAKSO  
NATHAN E. SANDERS  
YIHAN YANG  
RIE YASUTAKE \*

**ASSOCIATE IN SCIENCE ACCOUNTING**

MAUREEN E. MCCLAIN  
ELYSHA N. SCHEENSTRA  
DEBRA A. SCHINDLER

**ASSOCIATE IN SCIENCE BUSINESS ADMINISTRATION**

PRISCILLA A. CHAVEZ \*  
JESSICA A. RODRIGUEZ \*

\*NOTE: These student are recognized as graduating with honors.

**ASSOCIATE IN SCIENCE COMPUTER INFORMATION SYSTEMS**

SHAYLA M. JONES

**ASSOCIATE IN SCIENCE FINANCE**

DEBRA A. SCHINDLER \*

**ASSOCIATE IN SCIENCE MASSAGE THERAPIST**

GRETTA A. LUNDVALL \*

SEAN M. RAYMOND \*

**ASSOCIATE IN SCIENCE MEDICAL ASSISTANT**

MOLLY ASKEW \*

DRUE D. DUARTE \*

SHANNON E. HALL \*

COLLETTE L. RIOPELLE \*

AARON V. VARAVIN

**ASSOCIATE IN SCIENCE PARALEGAL STUDIES**

ALLISON A. ENGELHART

**ASSOCIATE IN ARTS VISUAL COMMUNICATIONS**

SUZANNE M. CARR \*

KENDRA T. DELAMARE \*

ANTONIO V. FLORES

CHRISTOPHER J. FORSEN

JESSE E. GONZALEZ \*

MICHAEL B. HILBURN

ZACKERY H. HOLMES

WILL T. JACK

HANNAH S. JONES \*

SUSAN D. MCFADDEN \*

STEVEN G. RUSSELL \*

STEVEN C. STILES \*

**CERTIFICATE ACCOUNTING**

JANA M. BRUUN

**CERTIFICATE EARLY CHILDHOOD EDUCATION**

ELIZABETH S. NIELSEN

\*NOTE: These student are recognized as graduating with honors.

**CERTIFICATE MEDICAL ASSISTING**

BILLIE K. ANDERSON  
MOLLY ASKEW  
JORDAN S. COURTRIGHT  
KRISTINA L. DAY  
ANNIKA F. HAAN  
SHARANJEET KAUR  
CALLIE A. LEWIS  
PAOLA LOPEZ

MARIANA MOJICA-DELGADO  
KRISTI M. PHILLIPS  
DANIELA A. RINCON  
APRIL S. RIOS  
ASHLEY N. RIPPERT  
JODI L. SHETLER  
EMILIA STIRBU

**HIGH SCHOOL DIPLOMA**

TENA BEARDONTWALK  
CYRUS J. FROST  
APRIL L. KING  
SHAN-YIN-NICOLE LIEW  
NGAN T. NGUYEN  
KIRSTEN R. NIELSEN  
ROSALEE G. OBLAD  
BROOKE E. REDFERN  
RUKHSAR SADAT  
GILLIAN I. WELTER

\*NOTE: These student are recognized as graduating with honors.

*Memorandum*Instruction Office and Office of the President

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**To:** WCC Board of Trustees

**From:** Kathi Hiyane-Brown, President  
Ed Harri, Vice President for Instruction

**Date:** September 17, 2018

**RE:** Request to seek degree approval from SBCTC to offer a new degree: Bachelor of applied science in applied business management

Community and technical colleges in Washington state now play an established role in producing baccalaureate degree graduates. The degree pathway provides an affordable option for place-bound students in particular and helps fill the gap in local workforce needs. Applied baccalaureate programs stem from a pilot program established by the state legislature in 2005. In 2012, the legislature passed E2SHB 2483, authorizing the State Board for Community and Technical Colleges to approve applied baccalaureate degree programs offered by community and technical colleges (RCW 28B.50.810).

WCC began offering its first bachelor of applied science (BAS) degree in fall 2017, in IT networking – cybersecurity. WCC is now looking to strengthen its workforce education offerings with the addition of a BAS degree in applied business management. The new degree builds upon WCC’s current business degrees.

While related applied management BAS degrees are available in the state that serve specific student populations and needs (e.g., Skagit Valley College’s cohorted program that meets face-to-face one day per week and Bellingham Technical College’s online-only operations management program), WCC’s proposed BAS program is unique in that it is a *business* management degree, with a strong emphasis on meeting the needs of Whatcom County small to medium-sized businesses and working or part-time students. There are currently no other face-to-face four-year business management degree options in Whatcom County that are geared for working students and taking new students. WWU offers a face-to-face business management degree, but it is currently full.

WCC’s two-year business program is ready for expansion to the next level. In the last three years, the program has grown by 54%. With an emphasis on applied skills and knowledge, cooperative education, and capstone courses, the new BAS degree will incorporate opportunities for students to work with industry partners on real-world business projects and will serve budding entrepreneurs.

This process requires degree approval by SBCTC and will also require substantive change approval by the Northwest Commission on Colleges and Universities (NWCCU) because it would be among the first three baccalaureate degrees offered at WCC, thus requiring review. As an initial step in the substantive change procedure to approve a new baccalaureate degree, documentation is required of Board of Trustees approval to develop and offer the proposed degree at the institution.

Therefore, the Instruction Office and Office of the President provides the suggested motion below:

Move to approve WCC’s intent to 1) seek applied business management BAS degree approval from SBCTC and 2) submit a substantive change proposal to NWCCU to offer the new BAS degree.
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# Whatcom

## COMMUNITY COLLEGE

### Reports to the Board of Trustees October 10, 2018 Meeting

#### ➔ ASWCC – Mason Green, President

- **Executive Board (Mason Green- Executive Board Chair)**
  - Developed and finished 2018-19 ASWCC workplan, in collaboration with the Programming and Diversity Board (PDB)
  - Made Housekeeping changes to the ASWCC Financial code (titles and grammar)
  - Collaborated with League of Women Voters (LWV) to bring voter registration tables to campus at the Waves and Welcome Back BBQ (WBBBQ.) Registered over 50 students
- **Senate (Rayo Suseno- Executive Board Vice President)**
  - Distributed 250 senator applications during Whatcom Waves, and Welcome Back BBQ
  - Marketed Senate through handbills, 300 handed out
- **ASWCC Clubs (Cody Hunter- ASWCC Vice President for Clubs)**
  - Handed out 200 club chartering packets
  - 3 completed chartering packets received so far
  - A dozen clubs from last year have contacted to re-charter
- **Orca Food Pantry (Julie Connell ASWCC Vice President for Campus Advocacy)**
  - Approximately 100 Items have been donated
  - \$800 worth of food has been purchased to stock the pantry
  - Worked with Vista Corp. worker Catherine Chambers to develop a framework for the year regarding goals and outcomes
  - Provided information regarding the Orca Food Pantry and additional food to students at the Whatcom Waves and Welcome Back Barbeque
- **Orca Volunteers (Kevin Wirawan- ASWCC Vice President for Operations)**
  - 242 Volunteers signed up at Wave and WBBBQ
- **PDB (Shahrul Kamil- ASWCC Vice President for Programming)**
  - Coordinated the Welcome back BBQ, with 525 students attending. 24 tables were utilized by various programs on campus, as well as ASWCC programs
  - Assisted with the ASWCC Afterparty, with over 800 students attending and 19 tables

#### ➔ WCCFT—Tommaso Vannelli, President

- **Fall Faculty Welcome BBQ**
  - The faculty union hosted a BBQ event at Will Webbers house on Saturday (9/29/2018) open to all faculty. The event was intended to bring faculty and select administrators in a casual environment for socializing. It was well attended by faculty, family, and some administrators.

- **Opening Week Union Events**
  - The union hosted a series informational events and meetings during opening week activities to welcome new faculty and inform faculty about the recently ratified contract. They were all well attended
- **Welcome to the new Executive Committee**
  - The new union Executive Committee is comprised of: Tommaso Vannelli (president elect), Anna Wolff (VP for FT Faculty), Erin Graham (VP for Adjunct Faculty), Tran Phung (Treasurer), and Colette Colburn (Secretary).

➔ **WSFE – Carolyn Jovag, Representative**

The classified union has ratified our next contract for 2019-2021. It includes raises across the board, a new \$14 minimum wage and pay upgrades to some classifications. Our next step is to get it passed by the legislature during their next session.

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

- **Finance** *(4.1 Offer programs, services, and facilities that support college needs and market demands)*
  - Business Office had staff changes during September. Ken Bronstein resigned as Director of Business and Finance to accept the new position as ctcLink project manager for Whatcom. William Martens accepted the Director of Business and Finance position and Melissa Talbot has been hired as the new Fiscal Specialist 3.
  - Fiscal year 2018 closing was completed July 24, 2018. The close was successful with few adjusting entries, which will provide a good foundation for the 2018 financial statement development and subsequent audit.
  - Staff from the business office and IT department developed a previous fiscal year budget tool. Budget managers can now access previous year fiscal data to assist in making informed decisions in light of historic trends.
- **Facilities & Operations** *(4.1 Offer programs, services and facilities that support College needs and market demands)*
  - The Learning Commons construction is on schedule and the steel superstructure is currently being erected. The structural steel and decking are complete for the north half of the building and will continue on the south half through the end of October. The storm water pond has been reshaped and work is nearly complete on the gabion block retaining wall.
  - Tiger Construction has mobilized on campus for the student housing facility, installing the construction entrance and fencing. Site grading and foundation excavation are anticipated to begin by the first week in October.
  - Several smaller projects were also completed over the summer including the following:
    - Kellogg Road crosswalk safety improvements
    - Kulshan 205 engineering lab remodel
    - Sidewalk and asphalt repairs
    - Exterior lighting LED fixture retrofit, Cascade Hall

- **Conference & Event Services (CES)** *(4.1 Offer programs, services, and facilities that support college needs and market demands)*
  - Agreements have been confirmed for facility use with the Bellingham Baha'i Community Event, Humana Market Point (information session), Assessment & Treatment Associates (information session), Clan Heather Dancers (performance) and the Chuckanut Radio Hour. Internally, Indigenous Peoples Day, Club Fair, Catch the Next Wave Conference, Annual Prof-tech Advisory Committee Kick off, the Dreamer's Workshop and the WWU Majors Fair are primary events being supported.
- **Emergency Preparedness, Safety & Security (5.3 Promote a safe environment for teaching, learning, and working)**
  - On September 10, staff commenced an updated "new employee safety training." This training will be conducted twice a month for all new employees as well any current employees interested in attending.
  - Staff initiated the first of a series of training for the WCC emergency management team. The series will include orientation, skills specific training, drills, and conclude this academic year with a functional exercise. The goal is to develop organizational confidence in addressing urgent and emergent incidents.
  - As required by the Jeanne Clery Act, approximately 50 employees were trained in September on their role and responsibilities as a Campus Security Authority (CSA). These newest CSA's represent ASWCC and staff from the student recreation center, residence life, student life, and campus safety and security.
- **Bookstore** *(4.1 Offer programs, services, and facilities that support college needs and market demands, 3.1 Ensure all students have access to campus resources that support educational success)*
  - As the bookstore readies for fall rush, course materials continue to see numerous changes and developments regarding media as well as fulfillment. Among the many changes is a new trend among course material publishers to stock or make available for bookstore purchase fewer hard copy/print copies of their products. McGraw Hill, for instance, under a new policy, will not sell college bookstores the hard bound copies of their 2019 titles. They will only offer these titles as rentals through third parties or as loose-leaf/one time use copies. The bookstore is developing creative strategies to work with many of these external changes.
  - Through the collaborative efforts of WCC faculty, library, copy and print services, and the Bookstore, course materials delivered through the use of printed course packs continue to expand on campus. These materials can offer students a lower cost option.
- **Technology** *(4.1 Offer programs, services, and facilities that support college needs and market demands, 3.1 Ensure all students have access to campus resources that support educational success)*
  - In preparation for fall quarter, IT has been working on finalizing preparations for the new engineering lab, and rolling out Windows 10 for students and faculty.
  - A new online application for the BAS degree was developed, which streamlines the application process and makes tracking applications and requirements more efficient for the staff responsible for assessing the applicants. The online application also enables those applying to upload all necessary information and

files much more effectively. Applicants can also monitor their progression through the application process.

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

- **Community Standards and Residence Life:** *(Goal 1.3 Promote student access through quality services and resources, 1.4 Provide students with mentors, internships, and career preparation, 4.3 Provide ongoing opportunities for faculty and staff professional growth. Rebecca Butler, Director for Community Standards and Residence Life)*
  - Partnered with Student Life and Development and Western Washington University to conduct Resident Advisor training for two new and four returning Resident Advisors.
  - Current total housing occupancy is 90%.
  - Collaborated with Counseling Center staff to present on Suicide Prevention Strategies, 30 staff and faculty participated.
- **Student Life and Development:** *(Goal 1.3 Promote student access through quality services and resources, 1.4 Provide students with mentors, internships, and career preparation, 2.1 Increase collaboration and communication to serve collective needs across the College, 2.2 Create teaching and learning communities, 3.1 Ensure students have access to campus resources that support educational success, 4.1 Offer programs, services, and facilities that support college needs and market demands. Heidi Farani, Director for Student Life and Development)*
  - On-boarded 32 men’s soccer athletes, 20 women’s soccer athletes, and 9 woman’s volleyball athletes for Fall 2018.
  - On-boarded 16 men’s basketball athletes and 10 women’s basketball athletes for Winter 2019.
  - Fan appreciation day took place at the men’s and women’s soccer games on September 26. Men’s soccer beat Skagit Valley College 3-2 and women’s soccer tied Skagit Valley College 1-1.
  - Hosted the ASWCC Leader Retreat, ASWCC Leader Training, and the WAVE New Student Orientation Resource Fair/After Party.
- **Financial Aid:** *(Goal 1.3 Promote student access through quality services and resources. Mike Fentress, Interim Director for Financial Aid)*
  - Paid out over \$1.3 million to 813 students on the first day of fall quarter.
- **K-12 Partnerships:** *(Goal 2.3 Strengthen partnerships with K-12 and higher education institutions, 3.5 Improve recruitment and retention of diverse students, faculty, staff, and administrators, 4.2 Increase college enrollment and secure resources for the continued viability of the College. Amy Anderson, Director for K-12 Partnership)*
  - Collaborated with Academic Advising and Career Services to provide advising and registration sessions to five local high schools (Lynden, Nooksack Valley, Windward, Options, and Ferndale), 92 students attended and 86 registered for Fall Quarter.
  - Collaborated with Western Washington University and FuturesNW to host a “Quick Start to College” summer program for local high school seniors, 29 students attended.

- As of the first day of the quarter, 1089 Running Start Students are enrolled for Fall 2018 (1031 in Fall 2017), including 757 new applications (674) and 934 FTE (820).
- **Entry Services:** *(Goal 1.1 Improve student success in retention, completion, transfer, and employment, Mike Singletary, Registrar)*
  - Coordinated Dropped for Non-Payment Phone-a-Thons to call over 800 students to remind them that tuition was due and give them information regarding payment options.
  - Processed over 4,600 applications for new and returning students for fall quarter.
- **Student Success and Retention:** *(Goal 3.1 Ensure all students have access to campus resources that support educational success, 3.3 Increase services focused on supporting marginalized student populations to close the equity gap in student outcomes. Nic Hostetter, Director for Student Success and Retention)*
  - Implemented a new structure for WAVE New Student Orientation, 803 students participated for Fall 2018 compared to 687 students that participated in all of the 2017-18 Academic Year.
  - Trained eleven (11) SEECRS (STEM Excellence through Engagement in Collaboration, Research, and Scholarship) Faculty Mentors on the Inside Track Coaching Model as part of the Title III CAD Grant to support historically underrepresented students more holistically.
  - Hosted courses and workshops for 28 first-generation, low-income high school students for five weeks over the summer as part of the Upward Bound program.
- **Access and Disabilities Services:** *(Goal. Kerri Holferty, Director for Access and Disabilities Services)*
  - Using newly implemented MyADS software, 438 students with disabilities are being served Fall 2018 (411 students fall 2017) and 360 accommodations letters were sent to faculty (270).

➤ **Instruction— Ed Harri, Vice President**

- **Community & Continuing Education:** *(2.5 Cultivate community awareness and support for the College, 2.6 Engage with business and industry to strengthen regional economic development, 4.2 Increase college enrollment and secure resources for the continued viability of the College.)*
  - WCC Community and Continuing Education (CCE) has been awarded an SBCTC Job Skills Training grant of \$84,338 to cover instructional and administrative costs for providing customized job skills training for Itek Energy. Training is scheduled from September 2018 through June 2019.
  - CCE's 2018 Kids' College and teen programs took place this summer, June 18 - August 10. Kids' College registrations increased 14.5% from 2017. Programming included video game and app creation, computer coding, robotics, art, mountain biking, filmmaking, and cooking.

- Whatcom's CCE program, in partnership with Village Books, hosted the 8<sup>th</sup> annual Chuckanut Writers Conference June 21-23. Conference registration tied the previous record of 175 paying attendees. Faculty presenting at the conference included notable authors Janie Chang, Natalie Goldberg, Jonathan Evison, Ian Weir, and Washington State Poet Laureate Claudia Castro Luna.
- **Equity and Diversity:** *(2.2 Create teaching and learning communities; 3.6 Increase campus engagement in social justice education and leadership opportunities)*
  - The Equity Project kicked off the second year of programming during Opening Week 2018, hosting six workshops, and engaging with approximately 160 staff and faculty members. This year's theme is "A Local Context: examining our local context of equity through the history of the Coast Salish Peoples". Over 100 copies of the fall reader were given out to project participants, with excerpts from *Tulalip from My Heart* by Harriette Shelton Dover and *Messages from Frank's Landing* by Charles Wilkinson. Fall programming includes workshops, reading groups, and community events.
- **Grants:** *(4.2 Increase college enrollment and secure resources for the continued viability of the College)*
  - WCC was awarded a \$3.6 million grant, "Collaborative Research: Community College Cyber Pilot (C3P) Program." Available for the first time to community colleges, the NSF CyberCorps Scholarship for Service program will provide scholarships at five colleges, including WCC, to 25 student veterans or students with prior bachelor's degrees with an interest in pursuing cybersecurity careers. WCC will lead the grant, collaborating with California State University, San Bernardino.
  - The College received \$720,000 to fund the CyberWatch West Resource Center, hosted at WCC. This grant positions CyberWatch West as a national resource center to support U.S. colleges in developing or enhancing their cybersecurity educational programs, strengthening the nation's cybersecurity workforce.
  - WCC's current CyberWatch West grant also received supplemental funding totaling more than \$261,000.
  - Nearly \$145,000 will supplement the College's existing "Catalyzing Computing and Cybersecurity in Community Colleges" (C5) grant program.
  - A \$232,000 grant, "Collaborative Research: Improving Representational Competence by Engaging with Physical Modeling in Foundational STEM Courses," will use 3D printing to improve students' understanding in the classroom, and help students develop critical STEM skills, such as spatial visualization. The project will be led by WCC engineering faculty Eric Davishahl and math faculty Lee Singleton, and will collaborate with WWU psychology faculty.
- **International Programs:** *(3.5 Improve recruitment and retention of diverse students, faculty, staff, and administrators; 4.1 Offer programs, services, and facilities that support college needs and market demands; 4.2 Increase college enrollment and secure resources for the continued viability of the College)*
  - Enrollments for international programs are very nearly the same this year as last year: 275 students this year, compared to 279 last year, a welcome change after declining enrollments for the past two years. Top countries represented by the new students are China, Vietnam, Indonesia, Hong Kong, and Japan. Whatcom is also hosting three Russian students through a YEAR grant (Year of Exchange in America for Russians) from the American Councils.

- **Program development and improvement:** *(4.1 Offer programs, services, and facilities that support college needs and market demands; 4.6 Apply assessment and evaluation data to inform decisions)*
  - The College is in the process of developing a Bachelor of Applied Science in Applied Business Management degree. Steps over the next year will include a presentation to the State Board for Community and Technical Colleges (SBCTC) on the statement of need; a full program proposal to SBCTC; and local curriculum development and approval processes.
  - Each year, instructional administration works with faculty to review approximately 20% of programs and disciplines through a review of student data, student learning, enrollment, and other factors. In the 2018-19 academic year, the following programs and disciplines will be reviewing data and preparing their program/discipline improvement reports: cooperative learning, developmental education, educational planning, English, English as a second language (academic), interdisciplinary studies and humanities, mathematics, nursing, philosophy, and physical therapist assistant.
- **Teaching and Learning:** *(1.1. Improve student success in retention, completion, transfer, and employment; 1.2 Foster student learning through student-centered teaching and learning practices; 3.2 Apply culturally responsive pedagogy in all teaching and learning environments; 4.3 Provide ongoing opportunities for faculty and staff professional growth).*
  - Opening Week provided numerous sessions for faculty on effective teaching practices to improve student learning and support equitable teaching and learning environments. Most significantly, the first annual Faculty Learning Institute was provided for new faculty on the day preceding opening week activities. All 12 new full-time faculty and 17 adjunct faculty participated in a day focused on teaching and learning strategies that engage students, reduce equity gaps, and improve learning. Four WCC leaders faculty planned the event and led faculty through all activities.

➤ **Foundation and College Advancement – Sue Cole, Executive Director**

- **Foundation 2.5.2 Complete planning for capital fundraising campaign; 3.3.3 Ensure sustainability of Orca Food Pantry.**
  - **Fundraising Update:**
    - Draft reports show that we received 4 gifts and pledges totaling \$1,260 for the month of September. Fiscal year to date as of September 26, 2018, we have received \$16,415 in gifts and pledges.
  - **Foundation News:**
    - The Foundation has completed the planning phase of the College's first ever comprehensive fundraising campaign with a goal of raising \$2.5M in support of scholarships and funds for excellence, which provides funding to projects across campus. Foundation staff have begun the leadership phase of the campaign, which involves meeting with our most important potential donors and soliciting their support and financial commitment for the campaign.
    - The President's Circle reception was held in Heiner Library on Monday, September 17. Guests enjoyed reconnecting with old friends and

interacting with students studying the arts and humanities. Art from WCC faculty was on display for the event and will remain on display in Heiner through the month of October. The PC reception is held each year to recognize and thank our President's Circle level donors, those who give at least \$1,000 annually.

- Foundation staff met with the new VISTA Feeding Whatcom Coordinator, Catherine Chambers, who is working with students, staff and the community to create sustainable practices and support food security for students through WCC's Orca Food Pantry. As Catherine gets up and running in her new role we look forward to partnering on fundraising and strategy to ensure sustainability of the pantry.
- **Community Affairs** *2.1.3 Present capital project (i.e. Learning Commons, student housing) updates to help foster ongoing mutual support with the local community; 2.5.1. Build and strengthen new and existing relationships with local businesses and community groups as college supporters to help fund initiatives and develop advocacy for the college.*
  - Appointed to represent educational sector on new Whatcom County Council Business & Industry Advisory Committee
  - WCC hosted Bellingham Sister Cities business and education luncheon
- **Communications, Marketing and Publications** *1.3.1 Fully implement and evaluate a welcome center; 2.1.1 Expand communications tools and resources for increased collaboration and institutional awareness; 2.6.3 Package business-centric services/opportunities to connect with business and industry to create awareness of the college's impact on the economy.*
  - **Publications/Advertising Highlight:**
    - Fall quarterly newsletter featured interviews with Whatcom advisors and a column from Arts & Humanities faculty Ben Kohn.
    - 3,000+ enrollment and tuition reminder postcards were mailed to current and future students over the summer.
  - **Press Releases and Resulting Media Coverage:**
    - [Alcoa donates \\$30,000 to expand WCC engineering program, BBJ, 9/21/18](#)
    - [Will Whatcom Community College's new dorm help ease Bellingham's housing shortage?, Bellingham Herald, 9/20/18](#)
    - [Whatcom Community College to build on-campus housing, Everett Herald, 9/12/18](#)
    - [Whatcom Community College to build on-campus housing, BBJ, 9/12/18](#)
    - [Grant for WCC focuses on healthcare training for low-income individuals, KGMI, 9/10/18](#)
    - [WCC's recent grant awards support student success and career preparation, The Chamber, 9/6/18](#)
    - [Deal reached to end construction strike that slowed projects in Bellingham, Bellingham Herald, 9/7/18](#)
    - [Construction strike starting to have an impact on these big Bellingham projects, Bellingham Herald, 8/29/18](#)
    - [Alcoa donates to WCC engineering program, KGMI, 8/15/18](#)

- [Alcoa donates \\$30,000 to expand WCC engineering program](#), The Chamber, 8/15/18
- [WCC awarded more than \\$700,000 in aerospace and healthcare grant funding](#), The Chamber, 8/13/18
- [Whatcom Community College awarded \\$770K in aerospace and healthcare grant funding](#), BBJ, 8/7/18
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