



**Board of Trustees, District No. 20**  
**Walla Walla Community College**  
**Board Meeting Agenda**  
**Board Room (161) | WWCC Walla Walla Campus**  
**Wednesday | January 18, 2023 | 9:30 a.m.**

To connect to the Wednesday, January 18, 2023 Board Meeting virtually, go to ZOOM: <https://wwcc-edu.zoom.us/j/82908045642> or dial-in: 253/215-8782.

**Study Session**

*All Times are Estimates*

<b>9:30 a.m.</b>	<b>Call to Order</b> <i>Ms. Michelle Liberty, Chair</i>	
	<b>Approval of Agenda</b> <i>Ms. Liberty</i>	<b>Action</b>
<b>9:35 a.m.</b>	<b>2021-2023 Strategic Plan Evaluation</b> <i>Dr. Nick Velluzzi</i>	<b>Discuss</b>
<b>10:20 a.m.</b>	<b>Break</b>	

**Board Meeting Agenda**

*All Times are Estimates*

<b>10:30 a.m.</b>	<b>Board Meeting Resumes</b>		
<b>10:30 a.m.</b>	<b>Consent Agenda</b> <i>Ms. Liberty</i> <ol style="list-style-type: none"><li><b>1. November 30, 2022 Board Meeting Minutes</b></li><li><b>2. Personnel Update</b></li></ol>	<b>Action</b>	<b>Tab 1</b> <b>Tab 2</b>
<b>10:35 a.m.</b>	<b>President's Report</b> <i>Dr. Chad Hickox</i>	<b>Discuss</b>	
<b>10:50 a.m.</b>	<b>Student Government Association Activity Report</b> ➤ <b>Clarkston Campus</b> <i>Mr. Stacey (Simeon) Hall</i>	<b>Discuss</b>	
<b>11:00 a.m.</b>	<b>AHE Update</b> <i>Mr. Jim Peitersen</i>	<b>Discuss</b>	

<b>11:10 a.m.</b>	<b>Enrollment Reports</b> <ul style="list-style-type: none"> <li>➤ <b>Final Fall Quarter</b></li> <li>➤ <b>Interim Winter Quarter</b></li> </ul> <i>Dr. Velluzzi</i>	<b>Discuss</b>	<b>Tab 3</b> <b>Tab 4</b>
<b>11:25 a.m.</b>	<b>Financial Update</b> <i>Ms. Lori Peterson</i>	<b>Discuss</b>	
<b>11:35 a.m.</b>	<b>ACT 2023 Winter Legislative Contact Priorities</b> <i>Dr. Hickox</i>	<b>Discuss</b>	
<b>11:45 a.m.</b>	<b>Board Reports / Remarks</b>	<b>Discuss</b>	
<b>11:55 a.m.</b>	<b>New and Unscheduled Business</b>	<b>Discuss</b>	
<b>12:05 p.m.</b>	<b>Public Comment</b> <i>Persons wishing to express their views on any matter must sign up in advance and are limited to three minutes.</i>	<b>Discuss</b>	
<b>12:20 p.m.</b>	<b>Adjournment</b>		

**Board of Trustees Meeting Minutes  
Community College District No. 20  
Walla Walla Community College**

The Board of Trustees of Community College District No. 20 met in regular session on Wednesday, November 30, 2022 in the Board Room on the Walla Walla Community College Walla Walla Campus and via Zoom. Ms. Michelle Liberty called the meeting to order at 9:31 a.m.

**Trustees present:** Ms. Michelle Liberty, Chair  
Mr. Tim Burt  
Mr. Sergio Hernandez  
Ms. Tara Leer  
Mr. Bill Warren

**Administrators present:** Dr. Chad Hickox, President  
Dr. Jess Clark, Vice President, Instruction  
Ms. Peggy Lauerman, Vice President, Administrative Services  
Ms. Brooke Marshall, Vice President, Human Resources  
Dr. Graydon Stanley, Vice President, Student Services  
Ms. Jessica Cook, Executive Director, Foundation  
Dr. Karl Easttorp, Director, Marketing & Communications  
Mr. Jerry Anhorn, Dean, Workforce Transfer & Trades  
Ms. Christy Doyle, Dean, Access & Opportunity  
Dr. Sara Egbert, Interim Dean, Academic Transfer  
Dr. Chad Miltenberger, Dean, Clarkston Campus  
Dr. Benjamin Schultze, Dean, Nursing & Allied Health

**Also present:** Ms. Kathy Adamski, Assistant Dean, Nursing  
Ms. Debra Erikson, Assistant Dean, Student Success Center  
Ms. Doreen Kennedy, Recording Secretary  
Mr. Bryan Ovens, AAG  
Ms. Jacquelyn Ray, Director, Library Services  
Mr. Joshua Slepín, Director, Institutional Research & Effectiveness

**Approval of Agenda.**

Mr. Hernandez moved and Mr. Warren seconded to approve the agenda for the November 30, 2022 Board of Trustees meeting as presented. *Motion carried.*

**Marketing & Communications Overview.** Dr. Karl Easttorp and Ms. Melissa Rodriguez presented an overview of marketing and communications to the Board of Trustees.

## **Consent Agenda.**

Mr. Burt moved and Mr. Hernandez seconded that the consent agenda items be approved or accepted, as appropriate:

- 1) October 26, 2022 Board Meeting Minutes, 2) Personnel Update,
- 3) Interim Fall Quarter Enrollment Report. *Motion carried.*

## **President's Report.** Dr. Hickox reported on the following topics:

- CDL State Grant: WWCC was notified this week that we are a recipient of a state grant consisting of \$135,000 in 2023, \$254,000 in 2024, and \$177,000 in 2025 to support reinstatement of the CDL program to hire instructors, provide student scholarships, and purchase equipment.
- New Student Orientation: 40+ students in attendance today, with additional sessions scheduled next week.
- NWCCU Commission Meeting: Accreditation follow-up meeting to be held January 25, 2023 in Seattle.
- ACT Transforming Lives Awards Dinner: Will be held January 23, 2023 in Olympia. Each nominated student will receive \$250 and the selected winners will receive \$500.
- Scott Grant: The college received notification this week that the annual grant reporting requirement for the MacKenzie Scott gift WWCC received is no longer requested.
- FA Outreach Positions: We are in the process of final interviews for the FA outreach positions that we received funding for through the state along with Big Bend, Columbia Basin, Olympic and Peninsula Colleges and hope to have those filled soon.
- Legislative Luncheon: Wednesday, December 14, 12:00 to 2:00 PM at Columbia Basin College.
- Annual DOC/SBCTC Meeting: Friday, December 2.
- SBCTC Capital Budget Committee: Committee is working on a proposal that would address the backlog of capital requests, while moving towards the goal of having more modest, manageable requests going forward.
- 1<sup>st</sup> Annual President's Holiday Hoopla: Wednesday, December 7, 1:30 to 3:30 PM on the Clarkston campus and Friday, December 9, 2:30 to 4:30 PM on the Walla Walla campus. Trustees are invited to attend and celebrate with our employees.

## **Student Government Association Activity Report.**

- **Walla Walla Campus.** Mr. Ricky Gonzalez, Walla Walla SGA President, reported on the following topics:
  - SGA Goals – Communication, Health & Wellness, and Community Building
  - Stress-Free Zone – Next week during finals
  - STEM Club Game Night
  - Warrior Resources Food Pantry Campaign
  - Veterans Day Events – Flag Raising & Signed Banner
  - Flower Seed Program
  - SGA Texting Alerts – 165 students signed up currently
  - Thanksgiving Baskets – Provided to 60 students

- Spirit Week – Occurring this week
- Voter Registration & Election Forums
- Dia de Los Muertos
- HSI Event
- Student Financial Aid Concerns

**Faculty Senate Update.** Mr. Chris Mehl reported on the following topics:

- November meeting cancelled
- Senate vacancies filled
- Reviewed and approved promotion review committee charter, bylaws in development
- Updates received at Senate meeting – Guided Pathways, Curriculum Council, Website Redesign Project, Intake Redesign
- Committee/Council Appointments

**October Financial Report.** Ms. Peggy Lauerman reviewed the financial report for the period ending October 31, 2022, including:

- Operating Budget Reconciliation
- Revenue
- Expenditures – by Category and Function
- Course/Program Fees
- Grants and Contracts

**Second Read: 2023 Board of Trustees Meeting Schedule.** Dr. Hickox presented a second read of the proposed 2023 Board of Trustees Meeting Schedule, noting there had been no changes since it had been presented as a First Read at the October Board Meeting.

Mr. Burt moved and Mr. Hernandez seconded to approve the 2023 Board of Trustees Meeting Schedule as presented.  
*Motion carried.*

### **Board Reports / Remarks.**

The following items were discussed:

- President's evaluation form – the sub-committee will continue progress on this topic.
- Ms. Liberty made a request to reduce the use of bottled water at Board meetings to eliminate excess plastic and to incorporate the use of table skirts on the tables.
- Government to Government Tribal Relations Summit – Dr. Hickox and Ms. Liberty attended the meeting November 14 at Big Bend Community College in Moses Lake. A request was made to include CTUIR in future meetings. Discussion entailed adding/enhancing Native American curriculum.
- Proposal for WWCC Board to hold a meeting with the CTUIR Board as we move forward in re-establishing relationships, dates will be suggested for a special Board meeting.

**New and Unscheduled Business.** By consensus, the Board agreed to cancel the regularly scheduled December Board meeting.

**Public Comment.** None.

**Adjournment.** The meeting adjourned at 12:15 p.m.

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Dr. Chad E. Hickox, President

ATTEST:

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Ms. Michelle Liberty, Chair  
Board of Trustees

## WALLA WALLA COMMUNITY COLLEGE

### MEMORANDUM

DATE: January 9, 2023

TO: Board of Trustees

FROM: Brooke Marshall, Vice President of Human Resources

SUBJECT: Personnel Update

Below is an update reflecting changes to college personnel in November & December 2022.

#### **New Hires**

##### ***November***

Wheeler, Llewellynn – Carpentry Instructor, CRCC

Meilleur, Devyn – Program Manager, Agriculture & Natural Resource Center of Excellence

Nerdin, Matthew – CTAP Instructor, WSP

##### ***December***

McClure, Liz – Program Specialist 3, Foundation

Murray, Donna – Administrative Assistant 3, Workforce Transfer & Trades

Luengas-Maya, Marisol – Financial Aid Outreach Specialist, Student Services

Nikolaeva, Natalia – Financial Aid Outreach Specialist, Clarkston

Roden, Brian – Custodian 2, Facilities

Casey, Brian – Custodian 2, Facilities

Beckman, Clayton – Custodian 2, Facilities

#### **Separations:**

##### ***December***

Henderson, Katina – Program Coordinator, WSP

Hallowell, Ruth – FTE, Nursing

Pedroza Villarreal, Leonardo – Custodian 2, Facilities

#### **Changes:**

##### ***November***

Magun, Eli – Tasting Room/Wine Marketing & Sales Mgr., Workforce Transfer & Trades (temp to perm)

##### ***December***

Chamberlin, Nick – Purchasing Manager, Business Services (temp to perm)

Moore, Kelly – Fiscal Analyst 2 Payroll, Business Services

#### **Full-Time Positions Currently Posted**

Adult Basic Education Instructor, WSP

Chemistry Instructor

CNC Machining Technology Instructor, WSP

Commercial Truck Driving Instructor

HVAC Technician

Nursing Instructor, WW & CLK

Program Assistant, WSP

Program Coordinator, WSP

Program Specialist 2 – Financial Aid



## Walla Walla Community College

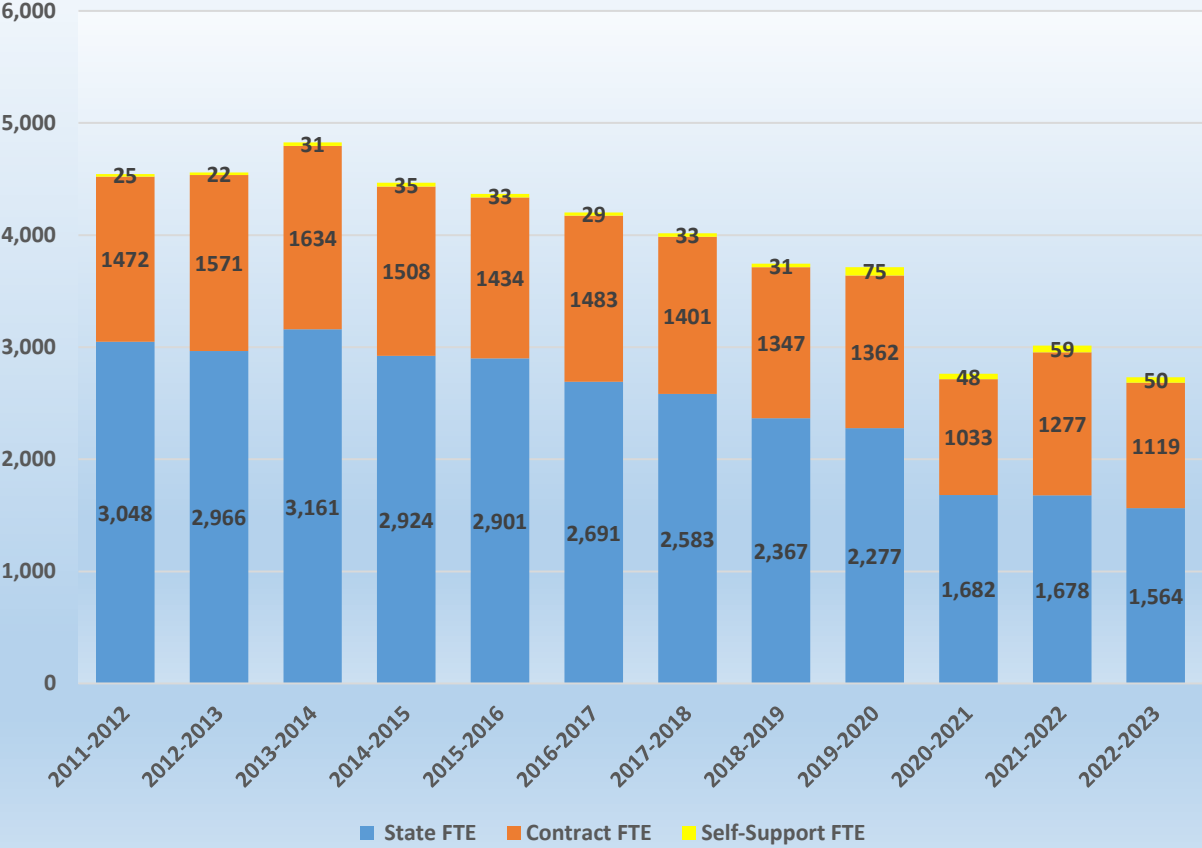
500 Tausick Way  
Walla Walla, WA 99362-9267  
(509) 522-2500  
FAX (509) 527-4800

DATE: January 12, 2023  
TO: Board of Trustees  
FROM: Dr. Nick Velluzzi  
RE: Final\* Fall Quarter Enrollment

\*This memo contains final enrollment data for Fall Quarter, 2022. Final numbers have not been distributed. However, we do not anticipate any significant changes after their release.

- State supported enrollment for fall quarter is currently reporting 1,564 FTE, which is currently down 113 FTE (7%) from the **close** of fall 2021.
- Contract enrollment is reporting 1,119 FTE, down 158 FTE (12%) from the **close** of fall quarter 2021.
- Fall quarter self-support enrollment is reporting 50 FTE, down nine FTE from the **close** of fall 2021.
- Enrollment for combined fund sources amounts to 2,733 FTE, down 281 FTE or 10% from the close of fall quarter 2021.
- The accompanying page presents a time-series of fall quarter enrollment, showing the total FTE by funding source.

WWCC Fall Quarter Enrollment





**Walla Walla Community College**

500 Tausick Way  
Walla Walla, WA 99362-9267  
(509) 522-2500  
FAX (509) 527-4800

DATE: January 12, 2023  
TO: Board of Trustees  
FROM: Dr. Nick Velluzzi  
RE: Interim Winter Quarter Enrollment

This memo contains enrollment data reported thus far for Winter Quarter, 2023.

- State supported enrollment for winter quarter is currently reporting 1,495 FTE, which is currently down 77 FTE (4.8%) from the **close** of winter 2022.
- Contract enrollment is reporting 550 FTE, down 530 FTE (50%) from the **close** of winter quarter 2022.
- Winter quarter self-support enrollment is reporting 46 FTE, up nine FTE from the **close** of winter 2022.
- Enrollment for combined fund sources amounts to 2,091 FTE, down 599 FTE or 22% from the close of winter quarter 2022.