



**Board of Trustees, District No. 20
Walla Walla Community College
Board Meeting Agenda
WWCC Clarkston Campus | Room 356/357
1470 Bridge Street | Clarkston, WA
Wednesday | February 28, 2024 | 9:30 a.m.**

To connect to the Wednesday, February 28, 2024 Board Meeting virtually, go to ZOOM: <https://wwcc-edu.zoom.us/j/86854891513> or dial-in: 253/215-8782.

Study Session

All Times are Estimates

9:30 a.m.	Call to Order <i>Ms. Tara Leer, Chair</i>	
	Approval of Agenda <i>Ms. Leer</i>	Action
9:35 a.m.	Strategic Priority 3 Key Performance Indicators <i>Ms. Lori Peterson and Dr. Nick Velluzzi</i>	Discuss
10:10 a.m.	Strategic Plan Implementation Update <i>Dr. Chad Hickox and Mr. Patrick Sisneros</i>	Discuss
10:25 a.m.	Break	

Board Meeting Agenda

All Times are Estimates

10:30 a.m.	Board Meeting Resumes	
10:30 a.m.	Consent Agenda <i>Ms. Leer</i>	Action
	1. January 24, 2024 Board Meeting Minutes	Tab 1
	2. February 15, 2024 Special Board Meeting Minutes	Tab 2
	3. Personnel Update	Tab 3
	4. Interim Winter Quarter Enrollment Report	Tab 4
10:35 a.m.	President's Report <i>Dr. Hickox</i>	Discuss
10:50 a.m.	Student Government Association Activity Report ➤ Clarkston Campus <i>Ms. Mia Solvang and Ms. Elizabeth Cole</i>	Discuss

11:00 a.m.	AHE Update <i>Mr. Jim Peitersen</i>	Discuss	
11:10 a.m.	January Financial Report <i>Mr. Sisneros and Ms. Peterson</i>	Discuss	Tab 5
11:20 a.m.	Second Read: Board Policy 1410 – Naming of College Buildings/Facilities <i>Dr. Hickox</i>	Action	Tab 6
11:25 a.m.	Trustee Succession & Onboarding <i>Dr. Hickox</i>	Discuss	
11:40 a.m.	Legislative Priorities <i>Dr. Hickox</i>	Discuss	
11:50 a.m.	Board Reports / Remarks	Discuss	
12:00 p.m.	New and Unscheduled Business	Discuss	
12:10 p.m.	Public Comment <i>Persons wishing to express their views on any matter must sign up in advance and are limited to three minutes.</i>		
12:25 p.m.	Adjournment		

**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, January 24, 2024 in the Board Room on the Walla Walla Community College Walla Walla Campus and via Zoom. Mr. Tim Burt, Vice Chair, called the meeting to order at 9:32 a.m., noting that Ms. Leer, Board Chair, was joining the meeting virtually.

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

Administrators present: Dr. Chad Hickox, President
Mr. Dante Leon, Vice President, Instruction
Ms. Brooke Marshall, Vice President, Human Resources
Mr. Patrick Sisneros, Vice President, Administrative Services
Dr. Graydon Stanley, Vice President, Student Services
Dr. Nick Velluzzi, Vice President, Planning, Effectiveness & Economic Development
Dr. Lisa Chamberlin, Dean, Enrollment Strategies
Ms. Jessica Cook, Executive Director, Foundation
Ms. Christy Doyle, Dean, Access & Opportunity
Ms. Denise Kammers, Dean, Corrections Education
Dr. Chad Miltenberger, Dean, Clarkston Campus
Ms. Sam Robinson, Dean, Arts & Sciences

Also present: Ms. Debra Erikson, Assistant Dean, Student Success Center
Ms. Doreen Kennedy, Recording Secretary
Mr. Bryan Ovens, AAG
Mr. Joshua Slepín, Director, Institutional Research & Effectiveness

Approval of Agenda.

Ms. Liberty moved and Mr. Warren seconded to amend the agenda for the January 24, 2024 Board of Trustees meeting to include an update on negotiations to the items slated for Executive Session and to approve the agenda as amended.
Motion carried.

Strategic Priority 1 Key Performance Indicators. Dr. Nick Velluzzi and Mr. Joshua Slepín led the Board of Trustees through a study session focused on the key performance indicators (KPI's) related to Strategic Priority 1.

Strategic Plan Implementation Planning. Dr. Hickox and Ms. Alessandra Zielinski reported on the process for implementation of the college's 2023-2028 Strategic Plan with the Board during a study session.

Consent Agenda.

Mr. Warren moved and Ms. Liberty seconded that the consent agenda items be approved or accepted, as appropriate:

1) November 29, 2023 Board Meeting Minutes, 2) Personnel Update. *Motion carried.*

Student Government Association Activity Report.

- **Walla Walla Campus.** Ms. Mia Solvang, SGA President, reported on the following topics:
 - Walla Walla Campus:
 - Outdoor Space – site of the former China Pavilion
 - Peace Pole – in collaboration with Rotary Club of WW
 - Multicultural Center – including a diversity mural
 - Campus Art
 - Clarkston Campus:
 - Café – obtained a permit to allow a larger variety of food to be offered
 - Student Engagement – an SGA Assistant has been hired to assist with activities

President's Report. Dr. Hickox presented on the following topics:

- Annual WW Valley Chamber of Commerce Community Service Award: nominations are being solicited for this annual award which recognizes employees who are actively engaged in service in the Walla Walla community outside of their employment with the college. College Council will select this year's award recipient from the nominations received and the award will be presented at the awards ceremony on February 21.
- Suspended Operations: the process and messaging associated with the suspended operations policy and procedure, specifically related to inclement weather, is currently being reviewed due to recent closure events.
- Federal Financial Aid Updates: the Department of Education has encountered challenges in the midst of making changes to the federal financial aid form, which in turn may delay the ability of colleges to begin awarding aid for the upcoming academic year. We are being extremely proactive in monitoring the situation in preparation.
- Strategic Enrollment Management: we are currently reviewing and researching potential enrollment impacts, one area we are looking at is the addition of athletic programs.
- Achieving the Dream (ATD): the college is contemplating re-engaging with ATD to further our development of guided pathways. ATD has invited us to attend their national conference in February to determine if it will fit our needs.

Introduction of Vice President of Administrative Services. Dr. Hickox introduced Patrick Sisneros, new Vice President of Administrative Services and member of the Executive Leadership Team.

Faculty Senate Update. Ms. Jennifer Vaughn reported on the following topics:

- Faculty Concerns – ongoing meetings with administration to address concerns, relations and communication are positive
- Senate Membership – 21 senators including AHE representation, three unfilled positions
- Post-Covid Classroom – looking at ways to provide support/professional development for this shared trauma affecting both students and faculty

Enrollment Reports.

- **Final Fall Quarter.** Dr. Velluzzi reviewed the Final Fall Quarter Enrollment Report. The following were in comparison to the close of the previous Fall Quarter:
 - State-supported enrollment reported 1,710 FTE, up 146 FTE, or 9%
 - Contract enrollment reported 1,280 FTE, up 161 FTE, or 14%
 - Self-support enrollment reported 48 FTE, down 2 FTE
 - Combined fund sources amount to 3,039 FTE, up 306 FTE, or 11%
- **Interim Winter Quarter.** Dr. Velluzzi reviewed the Interim Winter Quarter Enrollment Report, noting the following were in comparison to the close of the previous Winter Quarter:
 - State-supported enrollment reported 1,668 FTE, up 172, or 11%
 - Contract enrollment reported 993 FTE, down 193 FTE, or 16%
 - Self-support enrollment reported 56 FTE, up 9 FTE
 - Combined fund sources amount to 2,717 FTE, down 12 FTE

December Financial Report. Mr. Patrick Sisneros and Ms. Lori Peterson reviewed the December financial report for the period ending December 31, 2023, including:

- Operating Budget
 - Operating Budget Reconciliation
 - Revenue
 - Expenditures – by Category and Function
 - Course/Program Fees
 - Self-Support Programs
- Grants and Contracts
- Enterprise Funds
- Fund Balance and Reserve Health
- Year End Forecast June 30, 2024

Second Read:

- **Board Policy 1000 – Philosophy Statement.** Dr. Hickox presented Board Policy 1000 to the Board of Trustees for approval, noting that all edits provided during the first read at the November 2023 Board meeting had been incorporated to the draft presented.

Mr. Warren moved and Ms. Liberty seconded to approve Board Policy 1000 – Philosophy Statement as presented, attached, and made part of these minutes. *Motion carried.*

- **Board Policy 1010 – College Mission.** Dr. Hickox presented Board Policy 1010 to the Board of Trustees for approval, noting there had been no changes since it was presented at the November 2023 Board meeting.

Ms. Liberty moved and Mr. Warren seconded to approve Board Policy 1010 – College Mission as presented, attached, and made part of these minutes. *Motion carried.*

- **Board Policy 1020 – College Vision.** Dr. Hickox presented Board Policy 1020 to the Board of Trustees for approval, noting that edits discussed during the first read at the November 2023 Board meeting had been incorporated to the draft presented.

Mr. Warren moved and Mr. Hernandez seconded to approve Board Policy 1020 – College Vision, as amended by the Board, attached, and made part of these minutes. *Motion carried.*

- **Board Policy 1030 – College Guiding Principles.** Dr. Hickox presented Board Policy 1030 to the Board of Trustees for approval, noting there had been no changes since it was presented at the November 2023 Board meeting.

Ms. Liberty moved and Mr. Warren seconded to approve Board Policy 1030 – College Guiding Principles as presented, attached, and made part of these minutes. *Motion carried.*

First Read: Board Policy 1410 – Naming of College Buildings/Facilities. Dr. Hickox presented a first read of Board Policy 1410.

Board Reports / Remarks. The following items were discussed:

- Trustee Resignation – Sergio Hernandez
- Board Retreat to Address Vacancy, Board Development, Trustee Handbook, and President and Board Evaluations – Dr. Hickox has been asked to secure a facilitator and coordinate scheduling of retreat

New and Unscheduled Business. None.

Public Comment. Public comment was given by WWCC staff member Joshua Slepín to provide an update on the collective bargaining process for the professional staff union.

On behalf of AHE membership, public comment was given by WWCC faculty member and AHE President Jim Peitersen expressing support for the professional staff union as they continue negotiations in the collective bargaining process. Additional comments regarding proposed Board Policy 1410 and the upcoming Board vacancy were shared.

Recess to Executive Session to Review the Performance of a Public Employee and to Discuss Purchase or Lease of Real Estate and Negotiations. The Board recessed to Executive Session at 12:21 p.m. to review the performance of a public employee and to discuss purchase or lease of real estate and negotiations, with an anticipated return time of 1:00 p.m. At 1:00 p.m., the Board announced the Executive Session would be extended to 1:05 p.m. At 1:05 p.m., the Board announced the Executive Session would be extended to 1:15 p.m. At 1:15 p.m., the Board announced the Executive Session would be extended to 1:25 p.m. At 1:25 p.m., the Board announced the Executive Session would be extended to 1:30 p.m. At 1:30 p.m., the Board announced the Executive Session would be extended to 1:35 p.m. At 1:35 p.m., the Board announced the Executive Session would be extended to 1:40 p.m. At 1:40 p.m., the Board returned to open session and Mr. Burt reported no action had been taken during Executive Session.

Adjournment. The meeting adjourned at 1:41 p.m.

Dr. Chad E. Hickox, President

ATTEST:

Mr. Tim Burt
Board of Trustees

WALLA WALLA COMMUNITY COLLEGE
PHILOSOPHY STATEMENT
BOARD POLICY 1000

PHILOSOPHY

It is the purpose of Walla Walla Community College (WWCC) to remove barriers to access, to provide high quality educational experiences, and to facilitate equitable learning and success in support of thriving rural communities. WWCC is committed to creating a learning and working environment that promotes the success of a broad and diverse range of learners and community members. Furthermore, WWCC is committed to life-long learning, to fostering local and regional economic development, and to supporting the healthy and robust civil society that can only result from a well-educated, representative, and engaged populace.

PURPOSES

College Transfer and Workforce Education

Walla Walla Community College offers both workforce and transfer associate degrees, applied associate degrees, and baccalaureate of applied science (four-year) degrees, as well as numerous short-term and professional certificates. These offerings serve students intent on advanced study, as well as those seeking immediate employment post-graduation. The College endeavors to remain responsive to learners and the needs of the community as they change over time, through developing new courses and/or programs to meet the evolving needs of the local economy/employers, as well as the community at large.

High School Completion and Adult Education

In collaboration with local and state-wide educational organizations, including K-12 school districts, and through outreach to the broader community, Walla Walla Community College provides credit-recovery, high school completion (diplomas or General Equivalency Diplomas) and various types of Basic Education for Adults, including English Language Acquisition.

Community Education, Continuing Education and Contract Training

The College seeks to serve as a community cultural center and cooperates with other community and educational agencies to provide community services including life-long learning and enrichment opportunities. Classes, forums, lectures, performances, competitions, conferences, and other programs are available to the public. The College supports the workforce development needs of local industry and businesses. Through contract training, we can quickly respond and deliver customized training on particular topics to suit specific needs.

Civic Engagement

The College maintains an active presence in the communities it serves, seeking to promote the value and virtues of education, acting when appropriate as a catalyst of community conversation, connection, and enhancement.

Policy Contact: <u>President</u>
Approved by (Department/Body): <u>WWCC Board of Trustees</u>
Date Originally Approved: <u>August 17, 1967 (Formerly BP 1750 – Renumbered July 2022)</u>
Last Reviewed/Revised on: <u>January 24, 2024</u>

**WALLA WALLA COMMUNITY COLLEGE
COLLEGE MISSION
BOARD POLICY 1010**

Walla Walla Community College removes barriers to access, provides high quality educational experiences, and facilitates equitable learning and success to cultivate thriving rural communities.

<p>Policy Contact: <u>President</u></p> <p>Approved by (Department/Body): <u>WWCC Board of Trustees</u></p> <p>Date Originally Approved: <u>September 20, 2000 (Formerly BP 1752 – Renumbered July 2022)</u></p> <p>Last Reviewed/Revised on: <u>February 19, 2014; January 24, 2024</u></p>
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**WALLA WALLA COMMUNITY COLLEGE
COLLEGE VISION
BOARD POLICY 1020**

Walla Walla Community College is the best community college in the nation at producing a well-educated and highly-skilled workforce, and promoting thriving communities.

<p>Policy Contact: <u>President</u></p> <p>Approved by (Department/Body): <u>WWCC Board of Trustees</u></p> <p>Date Originally Approved: <u>May 18, 2005 (Formerly BP 1753 – Renumbered July 2022)</u></p> <p>Last Reviewed/Revised on: <u>February 19, 2014; January 24, 2024</u></p>
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WALLA WALLA COMMUNITY COLLEGE
COLLEGE GUIDING PRINCIPLES
BOARD POLICY 1030

(1) Actively Promote Learning Opportunities. We value learning and encourage everyone to acquire a rich and wide body of knowledge and skills, as well as a passion for their chosen discipline. We provide an environment that fosters active learning and the support services necessary to help everyone achieve their potential. Our actions focus on expanding student access, retention, completion, and success, both inside and outside of the classroom.

(2) Create an Environment for Community to Flourish. We strive to build community connections where all individuals are welcomed and given the opportunity to be meaningfully involved. We support and demonstrate respect for one another.

(3) Champion Equity, Diversity, Inclusion, and Belonging. We strive to achieve equity for students and for all members of the communities we serve. We are committed to dismantling or overcoming barriers that separate people from opportunities. Such barriers include, but are not limited to: socioeconomic status, race, ethnicity, national origin, age, gender expression/identity, sexual orientation, belief system, physical/mental abilities, and experience with the educational system.

(4) Foster Health, and Celebrate Kindness and Humor. We provide a safe and healthy atmosphere that encourages humor, creativity, and positive interactions. We promote health, wellness, and safety within the College and the communities we serve.

(5) Expect Excellence. We foster excellence through accountability to the mission and dedicate appropriate resources and support to advance continuous improvement in all college programs and services.

(6) Model and Promote Integrity. We value integrity as an essential component of the common bond within Walla Walla Community College. Trust and mutual respect serve as the foundation for achieving institutional goals. We value and expect honesty, fairness, and ethical behavior at all times.

(7) Nurture Collaboration and Partnerships. We value partnerships across all parts of the College and with the communities we serve to create collaborative plans, actions, and shared results.

(8) Embrace Mission-Driven Innovation. We value and respect the thoughtful and purposeful pursuit of new ideas, calculated risk-taking, and entrepreneurial endeavors.

(9) Support Personal and Professional Growth. We promote the growth of our employees. We believe that life-long learning enriches personal lives, leads to fulfilling careers, and benefits the broader community.

(10) Cultivate Sustainability. We value the well-being of our communities and are dedicated to protecting, managing, and restoring our resources. We advocate for, invest in, and demonstrate practices that promote economic and environmental sustainability.

Policy Contact: President

Approved by (Department/Body): WWCC Board of Trustees

Date Originally Approved: May 18, 2005 (Formerly BP 1754 – Renumbered July 2022)

Last Reviewed/Revised on: January 29, 2009; January 24, 2024

**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 special session on Thursday, February 15, 2024 in the Board Room on the Walla Walla Community College Walla Walla Campus and via Zoom. Ms. Tara Leer called the meeting to order at 11:06 a.m.

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

Administrators present: Dr. Chad Hickox, President
Ms. Brooke Marshall, Vice President, Human Resources
Dr. Nick Velluzzi, Vice President, Planning, Effectiveness & Economic Development

Also present: Ms. Jessica Johnson, Recording Secretary
Mr. Bryan Ovens, AAG

Recess to Executive Session to Discuss Negotiations. The Board recessed to Executive Session at 11:06 a.m. to discuss negotiations, with an anticipated return time of 11:40 a.m. At 11:40 a.m., the Board announced the Executive Session would be extended to 11:50 a.m. At 11:51 a.m., the Board returned to open session and Ms. Leer reported no action was taken nor bargaining conducted during Executive Session and made the following statement: Walla Walla Community College has delegated authority to the college's bargaining team and continues to bargain in good faith with the exempt professional staff union. Our goal is to achieve a responsible and financially sustainable agreement that invests in the success of our employees, students and communities the College serves.

Public Comment. None.

Adjournment. The meeting adjourned at 11:52 a.m.

Dr. Chad E. Hickox, President

ATTEST:

Ms. Tara Leer
Board of Trustees

WALLA WALLA COMMUNITY COLLEGE

MEMORANDUM

DATE: February 22, 2024

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 January 2024.

New Hires

Lopez, Jennifer – Alumni Relations/Annual Giving Officer, Foundation
Outlaw, Rodney – FTF, Audio Engineering, Workforce Transfer & Trades
Sisneros, Patrick – Vice President of Administrative Services
Suarez, Yesenia – Program Assistant, CRCC

Separations

McClellan, Eiledon – ELC Program Coordinator, Foundation

Changes

Lopez, Alisa – FTF, Nursing, Workforce Transfer & Trades (part-time to full-time)
Ruiz, Andrea – TRIO Advisor, Student Services
Paul, Michelle – FTF, Cosmetology, Workforce Transfer & Trades
Reinbold, Ty – Stockroom Attendant 3, Business Services (temp to perm)

Full-Time Positions Currently Posted

Director of Center for Integrated Learning
Director of Culinary Arts
Director of Diversity, Equity, Inclusion and Belonging
Director of Enology & Viticulture
Education Technologist
Educational and Career Navigator, WSP & CRCC
HVAC Technician
IT Support Technician 2, CRCC
Nursing Instructor, (tenure track) WW & Clarkston
Program Coordinator, CRCC
Program Coordinator, Enrollment Services
Psychology Instructor (tenure track)
Research Data Analyst
Videographer/Photographer



Walla Walla Community College

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

DATE: February 21, 2024
TO: Board of Trustees
FROM: Dr. Nick Velluzzi
RE: Interim Winter Quarter Enrollment

This memo reports interim enrollment for Winter Quarter 2024.

- State supported enrollment for winter quarter is reporting 1,680 FTE, which is up 184 FTE or 12% from 1,496 FTE at the **close** of winter 2023.
- Contract enrollment is reporting 1,294 FTE, up 108 FTE (9%) from 1,186 FTE at the **close** of winter quarter 2023.
- Self-support enrollment is reporting 56 FTE, up 9 FTE from the **close** of winter 2023.
- Enrollment for combined fund sources is reporting 3,030 FTE, up 301 FTE or 11% from 2,729 FTE at the close of winter quarter 2023.

Financial Results

For Period Ending January 31, 2024

Board of Trustees Meeting
February 28, 2024



Presentation Summary

- ☐ Operating Budget:
 - Operating Budget Reconciliation
 - Revenue
 - Expenditures, by Category and Function
 - Course/Program Fees
 - Self Support Programs
- ☐ Grants and Contracts
- ☐ Enterprise Funds
- ☐ Fund Balance and Reserve Health
- ☐ Year End Forecast June 30, 2024
- ☐ Capital Projects Update
- ☐ Questions



FY2024 Operating Budget

Approved 2023-2024 Operating Budget	\$37,260,012
Approved 2023-2024 Course/Program Fees Budget	1,328,000
Technology Fee Budget	186,000

Approved 2023-2024 Operating Budget	\$38,774,012
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Operating Budget

Approved 2023-2024 Operating Budget (<i>less dedicated student fees</i>)	\$37,260,012	
Allocation 1 - Worker Retraining (budget vs. allocated)	-\$250	713,252
Allocation 1 - Student Emergency Assistance Grant (budget vs. allocated)	18,225	
Allocation 1 - Health Care Opportunity Grants (budget vs. allocated)	-2,655	
Allocation 1 - Students Experiencing Homelessness HB1166 Expansion	118,875	
Allocation 1 - Centers of Excellence	-47,853	
Allocation 1 - Goldstar Families (not allocated in Allocation 1)	-3,998	
Allocation 2 - Centers of Excellence	50,583	
Allocation 3 - High Demand Enrollments	131,299	
Allocation 3 - Student Needs SSHB 1559	220,810	
Allocation 3 - Nurse Education Enrollment Increases	180,000	
Allocation 4 - Nurse Supply SB 5582	40,000	
Allocation 4 - Centers of Excellence	-1,539	
Allocation 5 - Goldstar Families	4,955	
Allocation 6 - College in High School Fees SSSB 5048	4,800	

Updated 2023-2024 Adjusted Operating Budget	\$37,973,264
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Revenue

	2023-2024 Adjusted Budget	% of Total	2023-2024 YTD Actuals	% of Budget	2022-2023 YTD Actuals	% of Budget	Difference over Prior Year	% Change YOY
State Allocation								
Base Allocation	\$18,958,292	50%	\$18,649,792	98%	\$11,371,756	53%	\$7,278,036	64%
Opportunity Grant	461,412	1%	461,412	100%	336,028	73%	125,384	37%
Other Earmarks/Provisos	4,819,488	13%	4,819,488	100%	-	0%	4,819,488	0%
Worker Retraining	1,715,073	5%	1,715,073	100%	894,969	52%	820,104	92%
Total State Revenue	\$25,954,265	68%	\$25,645,765	99%	\$12,602,754	53%	\$13,043,011	103%
Tuition & Other Revenue								
Tuition	\$6,180,000	16%	\$3,925,717	64%	\$3,183,424	51%	\$742,293	23%
Other Misc Revenue	959,000	3%	802,160	84%	641,410	175%	160,749	25%
Open Doors Program	150,000	0%	75,195	50%	18,183	43%	57,013	314%
Running Start	1,700,000	4%	669,090	39%	55,560	3%	613,530	1104%
Foundation Support	250,000	1%	100,000	40%	150,000	60%	-50,000	-33%
Grants and Contracts - Indirect	1,000,000	3%	413,151	41%	427,069	44%	-13,918	-3%
Community Service	260,000	1%	195,821	75%	136,406	52%	59,416	44%
Ancillary Programs	150,000	0%	43,945	29%	61,494	41%	-17,549	-29%
Total Tuition & Other Revenue	\$10,649,000	28%	\$6,225,078	58%	\$4,673,545	\$0	\$1,551,533	33%
Use of Fund Balance (ctcLink)	\$370,000	1%	\$150,414	0%	\$196,477	18%	-\$46,063	-23%
CRSSAA/ARPA Funding	\$1,000,000	3%	\$14,080	0%	\$406,260	44%	-\$392,180	-97%
TOTAL REVENUE	\$37,973,265	100%	\$32,035,337	84%	\$17,879,036	49%	\$14,156,301	79%



Expenditures, *by Category*

	2023-2024 Adjusted Budget	% of Total	2023-2024 YTD Actuals	% of Budget	2022-2023 YTD Actuals	% of Budget	Difference over Prior Year	% Change YOY
Salaries and Wages	\$23,286,827	61%	\$11,398,306	49%	\$10,193,648	48%	\$1,204,659	12%
Benefits	7,735,987	20%	3,906,758	51%	3,677,714	50%	229,043	6%
Rents	14,000	0%	17,885	128%	23,402	58%	-5,517	-24%
Utilities	1,149,026	3%	595,377	52%	577,735	60%	17,642	3%
Goods and Services	2,743,448	7%	1,835,660	67%	1,483,874	42%	351,786	24%
Travel	203,616	1%	100,385	49%	31,443	31%	68,942	219%
Equipment	682,964	2%	549,484	80%	165,741	21%	383,743	232%
Fin Aid, Debt Service, Transfers	2,112,420	6%	711,480	34%	697,075	34%	14,405	2%
TOTAL EXPENSE	\$37,928,287	100%	\$19,115,336	50%	\$16,850,632	46%	\$2,264,704	13%



Expenditures, *by Function*

	2023-2024 Adjusted Budget	% of Total	2023-2024 YTD Actuals	% of Budget	2022-2023 YTD Actuals	% of Budget	Difference over Prior Year	% Change YOY
Instruction	\$14,503,488	38%	\$6,465,016	45%	\$5,457,237	41%	\$1,007,779	18%
Community Service	260,000	1%	202,926	78%	111,191	46%	91,735	83%
Instructional Computing	196,707	1%	130,458	66%	168,948	42%	-38,490	-23%
Ancillary Programs	150,000	0%	46,870	31%	65,382	44%	-18,512	-28%
Academic Administration	3,016,627	8%	1,515,323	50%	1,376,123	48%	139,200	10%
Library Services	644,579	2%	364,645	57%	330,226	54%	34,419	10%
Student Services	5,995,078	16%	2,928,316	49%	2,778,246	52%	150,070	5%
Institutional Support	8,872,225	23%	5,084,910	57%	4,544,118	46%	540,791	12%
Facility Services	4,289,584	11%	2,376,873	55%	2,019,161	57%	357,711	18%
TOTAL EXPENSE	\$37,928,287	100%	\$19,115,336	50%	\$16,850,632	46%	\$2,264,704	13%



Course/Program Fees

	Academic Transfer	Vocational Programs	Healthcare Education	Facility Use Fees	eLearning Fees	Technology Fee	Intl Student Fees	Total
Student Fee Revenue, Year-to-date	\$48,745	\$446,788	\$171,315	\$265,008	\$307,627	\$115,288	\$11,540	\$1,366,311
less: Program costs	<u>13,473</u>	<u>280,171</u>	<u>84,722</u>	<u>250,947</u>	<u>156,649</u>	<u>128,062</u>	<u>5,784</u>	<u>919,807</u>
Net Profit/(Loss), Year-to-date	\$35,272	\$166,618	\$86,594	\$14,061	\$150,978	(\$12,774)	\$5,756	\$446,505
Opening Fund Balance, 7/1/23	<u>\$93,845</u>	<u>\$530,664</u>	<u>\$241,841</u>	<u>\$1,334,081</u>	<u>\$547,629</u>	<u>\$163,273</u>	<u>\$44,733</u>	<u>\$2,956,066</u>
Fund Balance as of 1/31/2024	<u>\$129,117</u>	<u>\$697,282</u>	<u>\$328,435</u>	<u>\$1,348,142</u>	<u>\$698,607</u>	<u>\$150,499</u>	<u>\$50,489</u>	<u>\$3,402,570</u>



Self-Support Programs

	Quest	Youth Programs	Continuing Education	Community Education	Resale Programs	2nd Chance Pell	Total
Revenue, Year-to-date	\$65,255	\$1,140	\$4,034	\$21,734	\$43,945	\$103,658	\$239,766
less: Program costs	<u>23,237</u>	<u>63</u>	<u>106,711</u>	<u>10,620</u>	<u>46,870</u>	<u>62,294</u>	<u>249,795</u>
Net Profit/(Loss), Year-to-date	\$42,018	\$1,077	-\$102,677	\$11,114	-\$2,925	\$41,364	(\$10,029)
Opening Fund Balance, 7/1/23	<u>-\$7,680</u>	<u>\$19,977</u>	<u>-\$11,505</u>	<u>-\$299</u>	<u>-\$13,662</u>	<u>\$94,104</u>	<u>\$80,935</u>
Fund Balance as of 1/31/2024	<u>\$34,338</u>	<u>\$21,055</u>	<u>-\$114,182</u>	<u>\$10,815</u>	<u>-\$16,587</u>	<u>\$135,468</u>	<u>\$70,906</u>



Grants and Contracts

	Jan 2024 Budget Changes	2023-2024 YTD Budget	Expenditures to Date	YTD % Spent
Corrections Education	\$ 865,345.00	\$ 8,583,651	\$ 4,254,409	50%
State Funded Grants	18,673	2,448,537	1,016,970	42%
Federal Funded Grants	-	1,626,067	647,951	40%
Private Funded Grants	-	164,664	15,014	9%
Fiscal Agent Grants	-	835,574	242,798	29%
TOTAL GRANTS & CONTRACTS	\$ 884,018	\$ 13,658,493	\$ 6,177,142	45%



Enterprise Funds

	SGA	Bookstore	Culinary	Other Enterprise	Total
<u>Revenue, Year-to-date</u>					
Tuition/Fees	\$524,976	\$0	\$310	\$982	\$526,268
Sales	160	143,320	-	5,105	\$148,585
Club/Team Fundraising	117,785	-	-	-	117,785
Other	16,529	3,156	61,090	218,691	299,466
Total YTD Revenue	\$659,450	\$146,476	\$61,400	\$224,779	\$1,092,104
<u>Program Costs, Year-to-date</u>					
Salaries and Benefits	\$180,012	\$114,556	\$58,163	\$56,604	\$409,335
Scholarships	145,258	-	-	-	145,258
Goods and Services	628,626	106,990	43,218	2,969	781,803
Total YTD Program Costs	\$953,896	\$221,546	\$101,381	\$59,572	1,336,395
Net Profit/(Loss), Year-to-date	-\$294,447	-\$75,069	-\$39,982	\$165,207	-\$244,291
Opening Fund Balance, 7/1/22	\$359,586	\$485,735	\$55,338	\$492,654	\$1,393,313
Fund Balance as of 1/31/2024	\$65,139	\$410,666	\$15,356	\$657,861	\$1,149,022



Fund Balance Report

	Balance	Committed	Available	Notes
Grants - 145	-\$7,348,594	-\$7,348,594	\$0	Allowable spending specific to each grant
Contracts - 146	15,694,784	3,258,089	12,436,695	Available includes: Running Start, Grant and Contract indirect, balance of HEERF draws
Local Funds - 148	7,165,822	3,371,957	3,793,865	Committed includes: ctcLink, Self-support and ancillary programs, course, program, and tech fees
Operating Fee (Tuition) -149	1,518,245	0	1,518,245	Tuition and investment interest
Motorpool - 460	83,097	83,097	-	For maintenance of Motorpool fleet
SGA/Athletics - 522	65,139	65,139	-	For SGA/Athletics support
Bookstore - 524	410,666	410,666	-	For Bookstore operation
Culinary Enterprises - 569	15,356	15,356	-	For culinary enterprise activity only (Capstone, catering, café)
Auxilliary - 570	657,861	657,861	-	Reserved balances (PBX and software replace, various pass-throughs and fees, faculty excellence, etc)
Other funds	-1,147,811	-1,147,811	-	Agency funds, local capital, state appropriations, 3.5% FA
Totals	\$17,114,564	-\$634,241	\$17,748,805	



Looking Ahead

	Amount	Notes
Uncommitted Fund Balance	\$17,748,805	from previous slide
<u>Less:</u>		
IT infrastructure	737,000	Classroom technology upgrades
Lost Revenue spending	263,000	Committed for FY24 operating budget
ctcLink	125,000	Committed for FY24 ongoing costs of implementation/stabilization
Reserve spending	29,167	Committed for FY24 to support Facilities (Custodial salary backfill)
Subtotal	\$16,594,638	
<u>Less Reserves:</u>		<u>Board Policy 1670</u>
Operational Contingency	1,163,220	3% of FY23 budgeted operating expenditures
Operating Reserves	6,591,582	17% of FY23 budgeted operating expenditures
Net Available Fund Balance	<u>\$8,839,836</u>	



Year-End Forecast

	FY21 Budget	FY21 Actual	FY22 Budget	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Actual (estimated)
Annual State FTE Enrollments	2,157	1,696	1,950	1,699	1,776	1,617	1,550	1,757
Revenue								
State and Local	\$ 26,484,213	\$ 25,938,228	\$ 25,820,685	\$ 25,477,440	\$ 27,584,873	\$ 29,090,512	\$ 30,418,465	\$ 30,543,881
Tuition	6,237,448	5,718,286	6,100,000	6,759,437	6,250,000	5,194,359	6,180,000	6,180,000
Reserves and COVID Relief Funds	-	141,504	1,660,272	879,530	2,610,000	916,376	1,370,000	1,370,000
Total Revenue	\$ 32,721,661	\$ 31,798,018	\$ 33,580,957	\$ 33,116,407	\$ 36,444,873	\$ 35,201,248	\$ 37,968,465	\$ 38,093,881
Expenditures								
Salaries and Wages	\$ 18,082,092	\$ 16,469,393	\$ 19,928,227	\$ 18,532,462	\$ 21,443,113	\$ 19,799,393	\$ 23,286,827	\$ 21,493,707
Benefits	6,312,791	5,848,155	6,795,456	5,968,897	7,297,353	6,687,845	7,735,987	7,339,194
Total Personnel Costs	\$ 24,394,883	\$ 22,317,548	\$ 26,723,683	\$ 24,501,360	\$ 28,740,466	\$ 26,487,238	\$ 31,022,813	\$ 28,832,901
Personnel as a % of Revenue	74.6%	70.2%	79.6%	74.0%	78.9%	75.2%	81.7%	75.7%
Total Non-Personnel Expense	\$ 5,978,950	\$ 5,302,660	\$ 6,548,430	\$ 5,946,258	\$ 7,751,086	\$ 7,455,805	\$ 6,904,694	\$ 8,214,380
Non-Personnel Expense as a % of Revenue	18.3%	16.7%	19.5%	18.0%	21.3%	21.2%	18.2%	21.6%
Total Operating Expense	\$ 30,373,833	\$ 27,620,208	\$ 33,272,113	\$ 30,447,617	\$ 36,491,552	\$ 33,943,043	\$ 37,927,507	\$ 37,047,281
Operating as a % of Revenue	92.8%	86.9%	99.1%	91.9%	100.1%	96.4%	99.9%	97.3%
Net Operating Excess/Deficit	\$ 2,347,828	\$ 4,177,810	\$ 308,844	\$ 2,668,789	\$ (46,679)	\$ 1,258,204	\$ 40,958	\$ 1,046,600



23/25 Minor Program Projects

Project Title	PWR#	Budget Amount	Status	Completion Date
Clarkston Security Upgrades	2023-508	\$ 585,000	In Design	Summer 2024
Main Building Space Renovations	2023-509	799,705	In Design	Fall 2024
Gazebo	2023-510	150,000	At ELT	Summer 2024
Vo-Tech Restroom Remodel	2024-586	585,000	Underway	March 2024



23/25 Minor Infrastructure Projects

Project Title	PWR#	Budget Amount	Status	Completion Date
Transformer Replacement Main Power Vault	2022-578	\$ 597,000	Ordered	Spring 2025
Transformer Replacement Center Power Vault	2024-117	322,000	Ordered	Spring 2025



23/25 Minor Facility Repair Projects

Project Title	PWR#	Budget Amount	Status	Completion Date
Weld Shop AHU and Exhaust	2023-556	\$ 181,000	Under Construction	Summer 2024
Replace Several Failed Doors	2023-557	261,000	Under Construction	Summer 2024
EFIS Replacement	2023-558	33,000	On Hold	Fall 2024
Mutli-Zone AHU--Combine with 2023-552	N/A	295,000	In Design	Spring 2025
Main Building HVAC Work	2023-552	488,000	In Design	Spring 2025
Water Regulator Valves	2023-554	66,000	On Hold	Fall 2024
Electric Motor Controls	2023-560	520,000	Awating Bids	Winter 2024
Quarry Tiles	2023-561	99,000	In Design	Summer 2024
Tech Center Chiller	2023-553	134,000	Ordered	Spring 2024
Water Ctr Condensing Unit	2024-522	75,000	Ordered	Summer 2024



23/25 Minor Site Projects

Project Title	PWR#	Budget Amount	Status	Completion Date
Sewer Line Replacement	2023-562	41,000	On Hold	Fall 2024
ADA Restroom Fixtures Heights	TBD	49,000	On Hold	Summer 2024
Water Isolation Valves	2023-555	40,000	On Hold	Fall 2024



23/25 Locally Funded Projects

Project Title	PWR#	Budget Amount	Status	Completion Date
Wet Lab Generator (CTUIR Funded)	2023-226	150,000	Ordered	24-Mar
Campus Master Plan	2024-295	100,000	Underway	Fall 2024
Athletics Master Plan	2024-512	35,000	Underway	TBD



Questions?

Lori Peterson
Director of Budget and Fiscal Services



**WALLA WALLA COMMUNITY COLLEGE
NAMING OF COLLEGE BUILDINGS/FACILITIES
BOARD POLICY 1410**

Walla Walla Community College assets, both tangible and intangible, may be named for individuals or entities making significant contributions that support the College's mission and goals, enhancing College programs, services, facilities and/or grounds.

- Tangible assets include, but are not limited to: campuses, buildings, laboratories, classrooms, conference rooms, lobbies, stadiums, fields, courts, courtyards and gardens.
- Intangible assets include, but are not limited to: programs, schools, departments, centers, institutes, chairs and funds – scholarship and program.

The Board of Trustees of Walla Walla Community College has the authority to name individual college buildings and major land areas, at the recommendation of the President.

The Board of Trustees of Walla Walla Community College delegates to the President the authority to name individual college rooms, lecture halls and other centers of activity.

Policy Contact: <u>President</u>
Approved by (Department/Body): <u>WWCC Board of Trustees</u>
Date Originally Approved: _____
Last Reviewed/Revised on: _____