



**Board of Trustees, District No. 20**  
**Walla Walla Community College**  
**Board Meeting Agenda**  
**Board Room (161) | WWCC Walla Walla Campus**  
**Wednesday | May 24, 2023 | 9:30 a.m.**

To connect to the Wednesday, May 24, 2023 Board Meeting virtually, go to ZOOM: <https://wwcc-edu.zoom.us/j/86101406305> 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>Budget Background</b> <i>Dr. Chad Hickox, Mr. Dan Hall, and Ms. Lori Peterson</i>	<b>Discuss</b>	<b>Tab 1</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. April 26, 2023 Board Meeting Minutes</b></li><li><b>2. Personnel Update</b></li><li><b>3. Interim Spring Quarter Enrollment Report</b></li></ol>	<b>Action</b>	<b>Tab 2</b> <b>Tab 3</b> <b>Tab 4</b>
<b>10:35 a.m.</b>	<b>President's Report</b> <i>Dr. Hickox</i>	<b>Discuss</b>	
<b>10:50 a.m.</b>	<b>Student Government Association Activity Report</b> ➤ <b>Walla Walla Campus</b> <i>Mr. Ricky Gonzalez</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>April Financial Report</b> <i>Mr. Hall and Ms. Peterson</i>	<b>Discuss</b>	<b>Tab 5</b>
<b>11:20 a.m.</b>	<b>Consider Approval of Memorandums of Understanding between the Board of Trustees of Community College District No. 20 and the Walla Walla Community College Association of Higher Education</b> <i>Ms. Brooke Marshall</i>	<b>Action</b>	<b>Tab 6</b>
<b>11:30 a.m.</b>	<b>First Read: 2023-24 Student Services and Activities Fees Budget</b> <i>Dr. Graydon Stanley</i>	<b>Discuss</b>	<b>Tab 7</b>
<b>11:40 a.m.</b>	<b>First Read: 2023-24 Athletics Budget</b> <i>Dr. Stanley</i>	<b>Discuss</b>	<b>Tab 8</b>
<b>11:50 a.m.</b>	<b><i>Break</i></b>		
<b>12:00 p.m.</b>	<b>First Read: 2023-24 Tuition Schedules and Student Program Fees</b> ➤ <b>2023-24 Tuition Schedules</b> ➤ <b>2023-24 Student Program Fees</b> <i>Mr. Hall</i>	<b>Discuss</b>	<b>Tab 9</b> <b>Tab 10</b>
<b>12:15 p.m.</b>	<b>First Read: 2023-24 Annual Plan and Budget</b> <i>Mr. Hall</i>	<b>Discuss</b>	<b>Tab 11</b>
<b>12:45 p.m.</b>	<b>Board Reports / Remarks</b>	<b>Discuss</b>	
<b>12:55 p.m.</b>	<b>New and Unscheduled Business</b>	<b>Discuss</b>	
<b>1:05 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>1:10 p.m.</b>	<b>Recess to Executive Session to Discuss Potential Litigation</b>	<b>Discuss</b>	
<b>1:30 p.m.</b>	<b>Adjournment</b>		

# FY24 Budget Background

Board of Trustees Study Session | May 24, 2023



# Presentation Summary

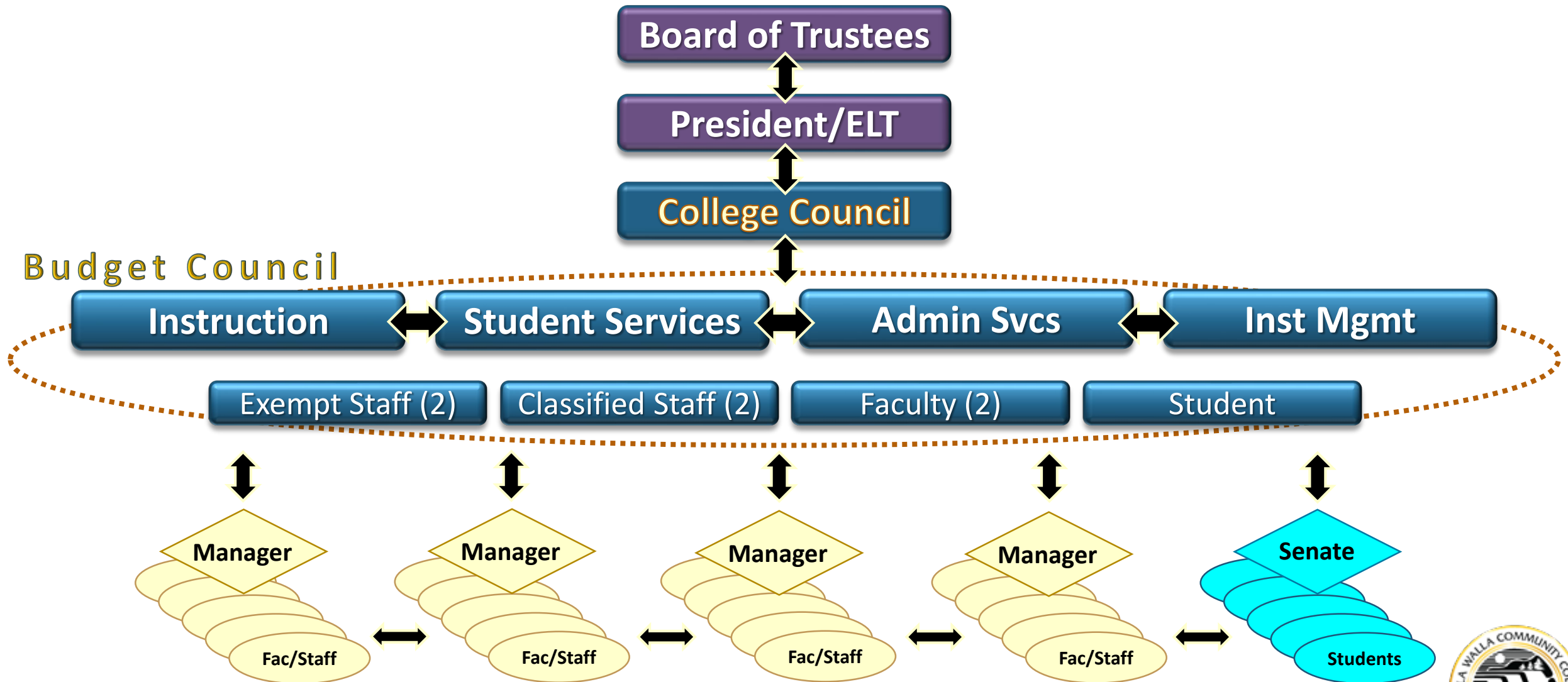
- Budget development process and timelines
- Funding sources and enrollment impacts on State allocated funding
- Review of the Draft FY24 Operating Budget
- YTD fund balance and net available fund balance
- Upcoming improvements to the budget planning process
- FY23 Year-End Forecast with FY24 draft budget



# The Big Picture

Operating Budget	Self Support & Contract	Foundation Funded	Grant Funded	Capital Budget
Instruction	Community Education	Scholarships	SBCTC Grants	Minor and Major projects
Student Services	eLearning	College Initiatives	Federal Grants	Repair & Program Improvement
Administrative Services				
Institutional Management	Running Start	Outreach and Hosting	Other State/Private Grants	M&O Funding

# Campus-wide Engagement





# FY24 Budget Development Process

## Mid-Year Budget Review

Jan-Feb Review current fiscal year budget forecast vs. actual expenditures and revenues

***Quarterly Budget reviews with stakeholders; non-instructional program reviews***

## Next Fiscal Year Operational Budget Requests

Feb-Apr Budget authorities complete and submit next fiscal year operating budget requests

***FY25 planning request will be sent out in January; projection of Local funds will begin at this time***

## Revenue Forecasting and State Allocation

April Project, review and analyze revenue forecasts and state allocation projections.

## Budget Document Preparation

Apr-May Assimilate all budget-related documentation to create a balanced budget

## Budget Proposal

May-Jun 1<sup>st</sup> and 2<sup>nd</sup> readings with Board of Trustees; all-campus budget forum(s)

**Adoption by  
Board of Trustees  
for new fiscal year  
effective July 1<sup>st</sup>**



# Fiscal Year 2023-2024 Operating Budget

- Approximately \$38.8 million operating budget based on:
  - Overall downward enrollment trend (2-4% decline predicted)
  - Increase to state tuition rate of 3%
  - Maintenance-level and inflationary costs
  - 100% funding of FY24 COLAs: 8.9% for faculty and 4% for classified and exempt staff
  - Increase in designated state funding investments (provisos/earmarks), such as:
    - DEI support, Inflationary increase for Ag COE, Trucking/School Bus Driving, Student Needs Proviso
  - Leverage local funding sources, primarily:
    - Tuition and Running Start revenue
    - Grant & Contract Indirect
  - Decreased reliance on institutional reserves and COVID relief funds
    - Continuing costs of Warriorlink stabilization (down \$740k from FY23)
    - Use of lost revenue funding received through COVID relief funds (down \$500k from FY23)





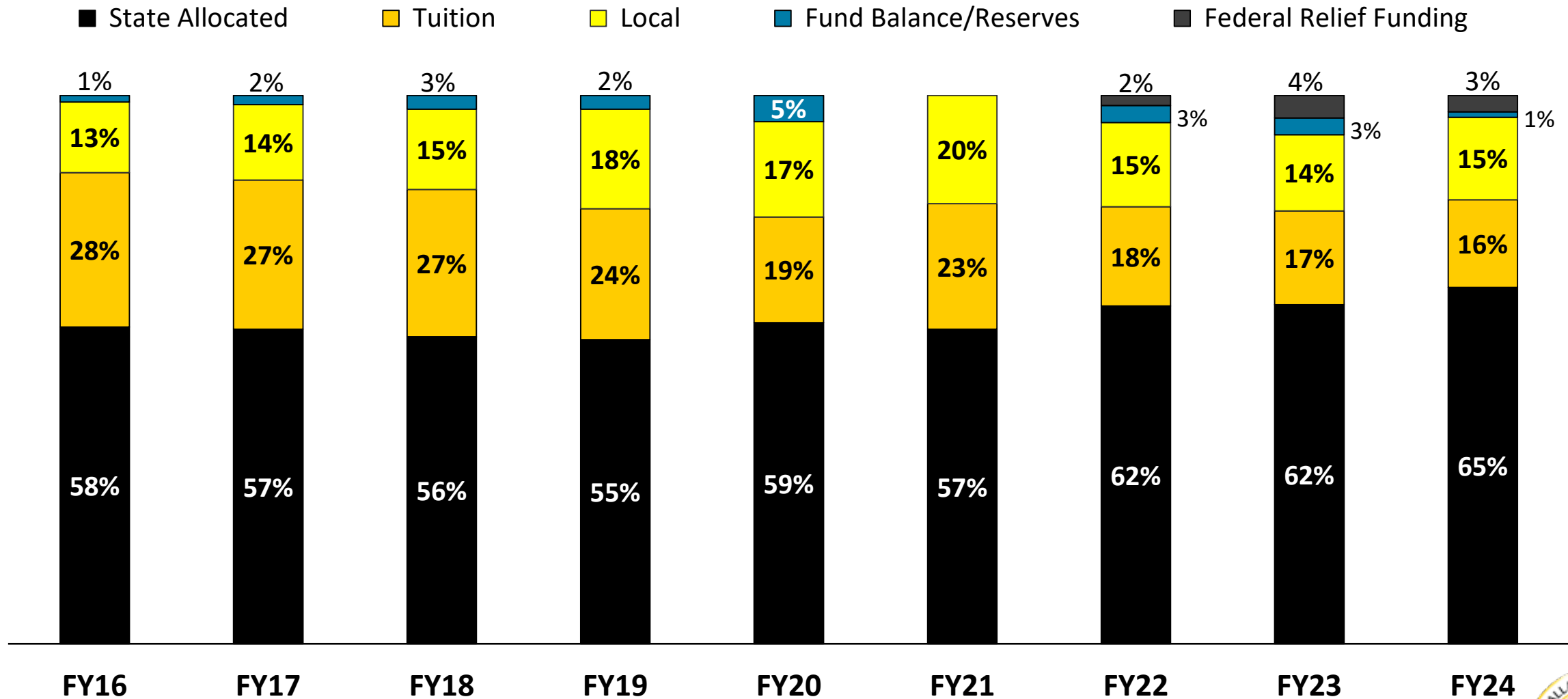
# FY24 Funding Sources

*(adopted budgets to draft budget)*

<b>Funding Sources</b>	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>
State Appropriation	\$20,745,416	\$22,553,004	\$25,241,012
Operating Fee (Tuition)	6,100,000	6,250,000	6,180,000
Local Funding Sources	5,175,530	5,059,750	5,983,000
Reserves	1,045,000	1,110,000	370,000
Federal Relief Funding	615,273	1,500,000	1,000,000
<b>Total</b>	<b>\$33,681,219</b>	<b>\$36,472,754</b>	<b>\$38,774,012</b>



# Funding as % of Operating Budget



# Allocation Formula

Minimum Operating Allowance (MOA)



District Enrollment Allocation Base (DEAB = State FTE Target)



Student Achievement Initiative (SAI = Performance Funding)



High Priority (High Demand) Enrollment Weighted FTE



Provisos and Earmarks



# Enrollment Impacts on Allocation Formula

Minimum Operating Allowance (MOA)



District Enrollment Allocation Base (DEAB)



Student Achievement Initiative (SAI)



High Priority (High Demand) Enrollment Weighted FTE

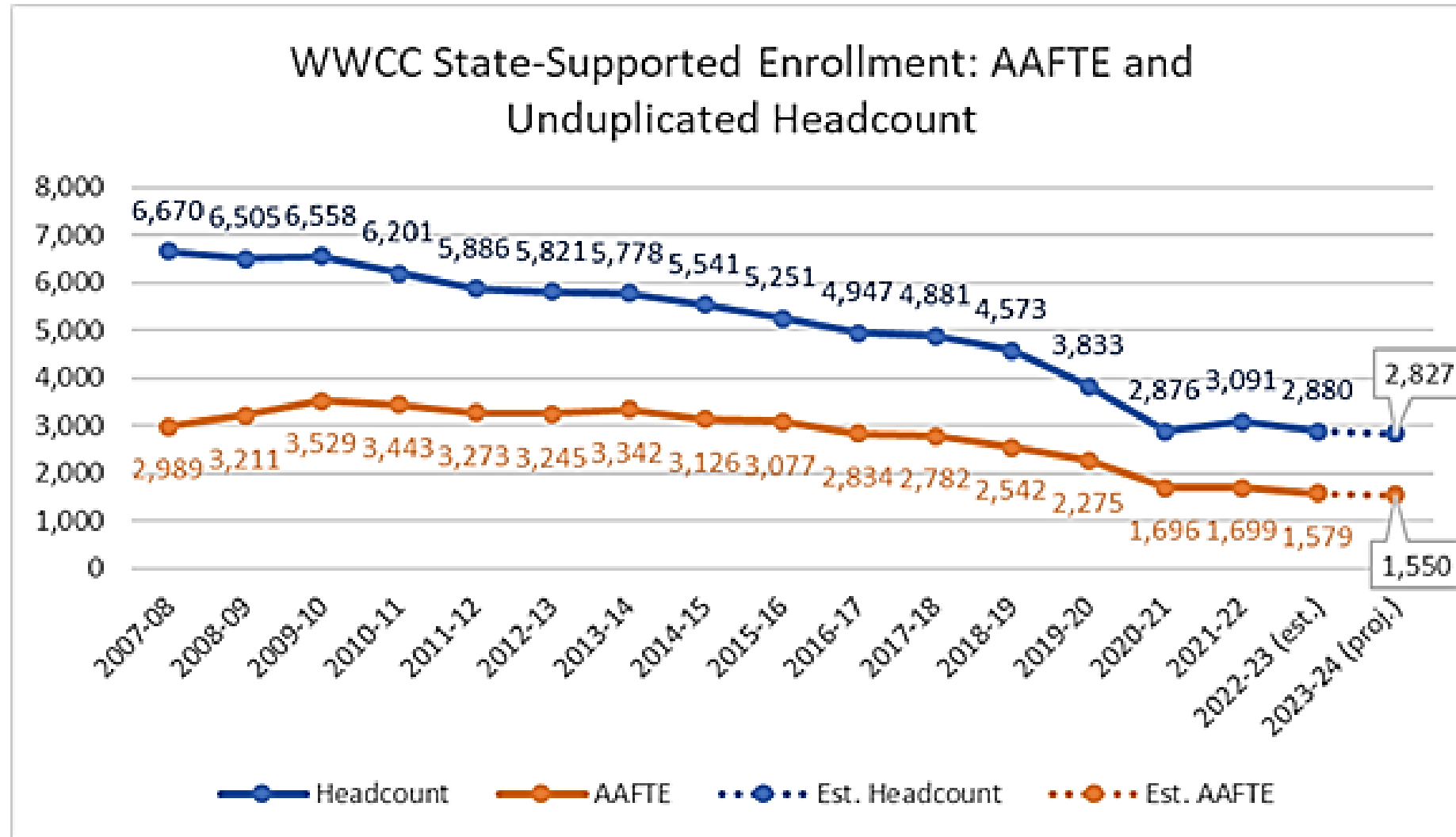


Provisos and Earmarks



ENROLLMENT

# Enrollment



# State Allocation Breakdown

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>
<b><u>State Allocation</u></b>			
District Enrollment Allocation Base (DEAB)	8,695,311	8,961,322	9,838,208
Minimum Operating Allowance (MOA)	2,850,000	2,850,000	2,850,000
Student Achievement Initiative	1,282,869	1,342,192	1,544,904
High Demand (Weighted) FTEs	842,581	855,588	1,012,911
Earmarks and Provisos	7,074,655	8,543,902	9,994,989
<b>State Allocated Funds</b>	<b>\$ 20,745,416</b>	<b>\$ 22,553,004</b>	<b>\$ 25,241,012</b>

*Per original adopted budgets*





# FY24 Operating Budget

Funding Sources	2021-2022	2022-2023	2023-2024
State Appropriation	\$20,745,416	\$22,553,004	25,241,012
Operating Fee (Tuition)	6,100,000	6,250,000	6,180,000
Local Funding Sources	5,175,530	5,059,750	5,983,000
Reserves	1,045,000	1,110,000	370,000
Institutional Federal Relief Funding	615,273	1,500,000	1,000,000
<b>Total</b>	<b>\$33,681,219</b>	<b>\$36,472,754</b>	<b>\$38,774,012</b>
Expenditures			
Instruction	16,184,996	17,078,891	18,567,883
Institutional Support	8,303,087	9,684,485	8,971,889
Student Services	4,429,589	4,898,782	5,610,573
Facility Services	3,435,547	3,531,714	4,295,667
Course/Program Fees	1,328,000	1,278,882	1,328,000
<b>Total Expenditures</b>	<b>\$33,681,219</b>	<b>\$36,472,754</b>	<b>\$38,774,012</b>
<b>NET TOTAL</b>	<b>Balanced</b>	<b>Balanced</b>	<b>Balanced</b>



# Budgeted Expenditures by Cost Center

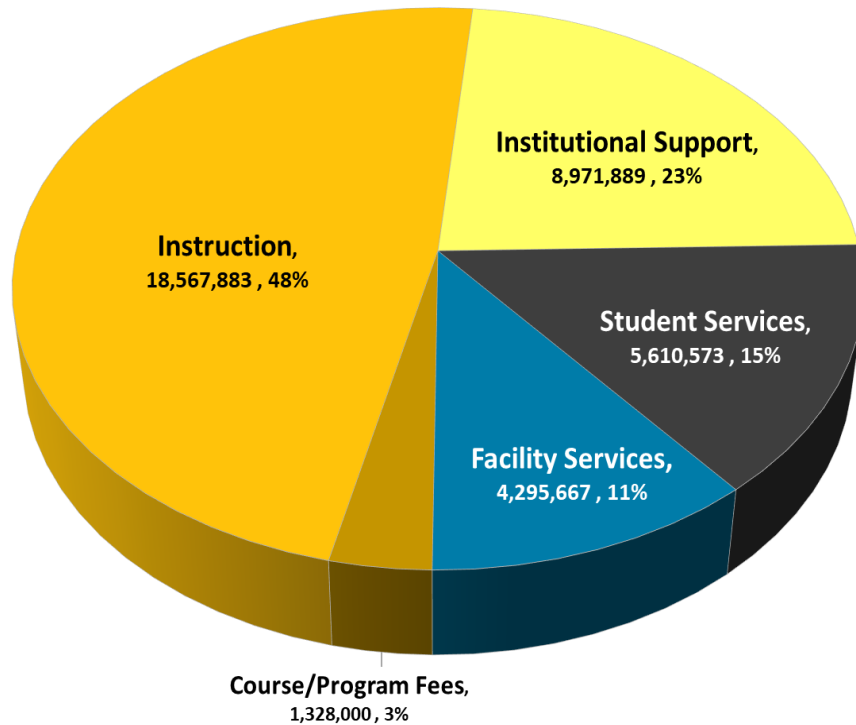
*(adopted budgets to draft budget)*

Cost Center	2021-2022	2022-2023	2023-2024	%Δ
Instruction	\$16,184,996	\$17,078,891	\$18,567,883	9%
Institutional Support	8,303,087	9,684,485	8,971,889	-7%
Student Services	4,429,589	4,898,782	5,610,573	15%
Facility Services	3,435,547	3,531,714	4,295,667	22%
Course/Program Fees	1,328,000	1,278,882	1,328,000	4%
<b>Total</b>	<b>\$33,681,219</b>	<b>\$36,472,754</b>	<b>\$38,774,012</b>	<b>6%</b>

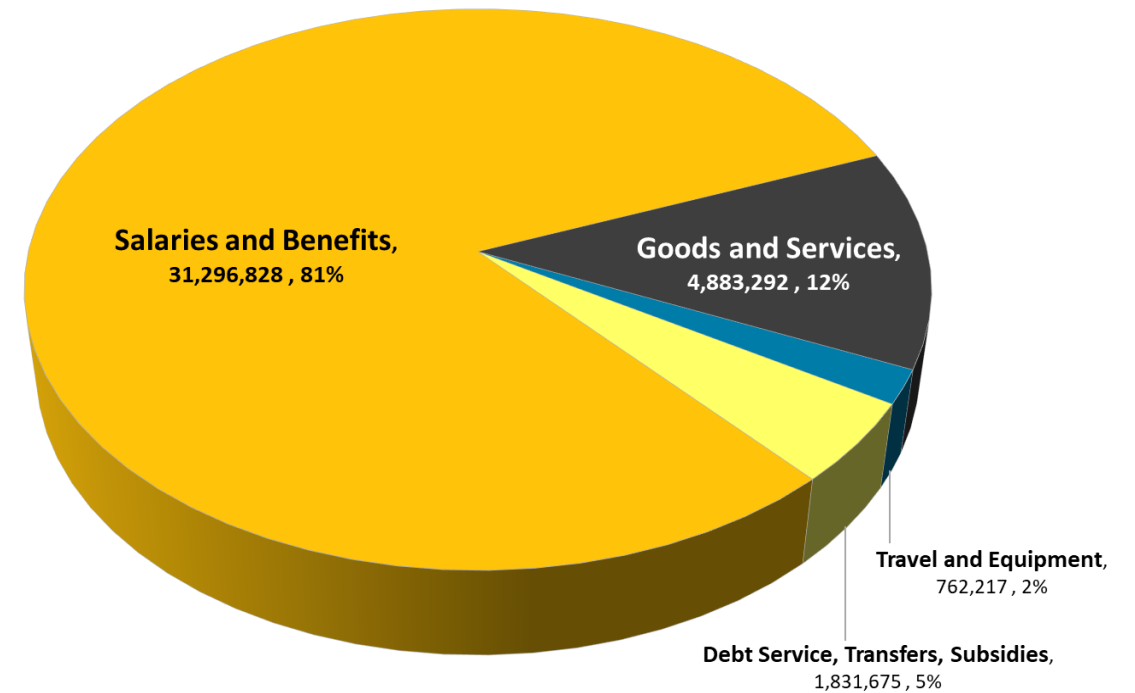


# FY24 Operating Budget

by Cost Center



by Category



# FY23 YTD Fund Balance Report

(as of April 30, 2023)

	Balance	Committed	Available	Notes
Grants - 145	-\$5,241,372	-\$5,241,372	\$0	Allowable spending specific to each grant
Contracts - 146	9,180,992	1,257,068	7,923,924	Available includes: Running Start, Grant and Contract indirect, balance of HEERF draws
Local Funds - 148	7,901,127	3,879,207	4,021,921	Committed includes: ctcLink, Self-support and ancillary programs, course, program, and tech fees
Operating Fee (Tuition) -149	4,925,111	0	4,925,111	Tuition and investment interest
Motorpool - 460	90,575	90,575	-	For maintenance of Motorpool fleet
SGA/Athletics - 522	775,061	775,061	-	For SGA/Athletics support
Bookstore - 524	495,020	495,020	-	For Bookstore operation
Culinary Enterprises - 569	56,977	56,977	-	For culinary enterprise activity only (Capstone, catering, café)
Auxilliary - 570	543,245	543,245	-	Reserved balances (PBX and software replace, various pass-throughs and fees, faculty excellence, etc)
Other funds	-2,163,115	-2,163,115	-	Agency funds, local capital, state appropriations, 3.5% FA
<b>Uncommitted Fund Balance</b>	<b>\$16,563,622</b>	<b>-\$307,335</b>	<b>\$16,870,956</b>	



# Looking Ahead

	Amount	Notes
<b>Uncommitted Fund Balance</b>	<b>\$16,870,956</b>	from previous slide
<u>Less:</u>		
IT infrastructure	1,000,000	Classroom technology upgrades
ctcLink	70,421	Ongoing costs of implementation/stabilization
China Pavilion demolition	100,000	Costs exceeding Capital budget
STEM addition IT	200,000	Monitors, consoles, classroom hybrid technology
KnowBe4	41,310	Cybersecurity platform, 3-year subscription
Other miscellaneous	18,000	Digital whiteboards, RFID inventory system, etc
<b>Subtotal</b>	<b>\$15,441,225</b>	
<u>Less Reserves:</u>		<u>Board Policy 1670</u>
Operational Contingency	1,094,183	3% of FY23 budgeted operating expenditures
Operating Reserves	6,200,368	17% of FY23 budgeted operating expenditures
<b>Net Available Fund Balance</b>	<b>\$8,146,674</b>	



# Budget Planning Process Improvements

**Quarterly Budget Reviews and Forecasts**

**Position Control**

**Course Section Management**

**Program Review**

**Salary Savings**

**Balanced,  
Sustainable Budget**





# Year-End Forecast with FY24 Draft Budget

	FY21 Budget	FY21 Actual	FY22 Budget	FY22 Actual	FY23 Budget	FY23 Actual (estimated)	FY24 Budget (Draft)
Annual State FTE Enrollments	2,157	1,696	1,950	1,699	1,776	1,618	1,550
<b>Revenue</b>							
State and Local	\$26,484,213	\$25,938,228	\$25,820,685	\$25,477,440	\$27,374,812	\$31,111,763	\$31,224,012
Operating Fee (Tuition)	6,237,448	5,718,286	6,100,000	6,759,437	6,250,000	5,937,500	6,180,000
Reserves and COVID Relief	0	141,504	1,660,272	879,530	2,610,000	763,532	1,370,000
<b>Total Revenue</b>	<b>\$32,721,661</b>	<b>\$31,798,018</b>	<b>\$33,580,957</b>	<b>\$33,116,407</b>	<b>\$36,234,812</b>	<b>\$37,812,795</b>	<b>\$38,774,012</b>
<b>Expenditures</b>							
Salaries and Wages	\$18,082,092	\$16,469,393	\$19,928,227	\$18,532,462	\$21,443,113	\$19,338,857	\$23,519,735
Benefits	6,312,791	5,848,155	6,795,456	5,968,897	7,297,353	6,772,822	7,777,093
<b>Total Personnel Costs</b>	<b>\$24,394,883</b>	<b>\$22,317,548</b>	<b>\$26,723,683</b>	<b>\$24,501,360</b>	<b>\$28,740,466</b>	<b>\$26,111,679</b>	<b>\$31,296,828</b>
Personnel as a % of Revenue	74.6%	70.2%	79.6%	74.0%	79.3%	69.1%	80.7%
<b>Total Non-Personnel Expense</b>	<b>\$5,978,950</b>	<b>\$5,302,660</b>	<b>\$6,548,430</b>	<b>\$5,946,258</b>	<b>\$7,541,025</b>	<b>\$8,373,959</b>	<b>\$7,477,184</b>
Operating Expense as % Rev	18.3%	16.7%	19.5%	18.0%	20.8%	22.1%	19.3%
<b>Total Operating Expense</b>	<b>\$30,373,833</b>	<b>\$27,620,208</b>	<b>\$33,272,113</b>	<b>\$30,447,617</b>	<b>\$36,281,491</b>	<b>\$34,485,639</b>	<b>\$38,774,012</b>
Operating as a % of Revenue	92.8%	86.9%	99.1%	91.9%	100.1%	91.2%	100%
<b>Net Operating Excess/(Deficit)</b>	<b>\$2,347,828</b>	<b>\$4,177,810</b>	<b>\$308,844</b>	<b>\$2,668,789</b>	<b>(\$46,679)</b>	<b>\$3,327,156</b>	<b>\$0</b>

# Questions ?

Dan Hall  
Interim VP of Admin Services

Lori Peterson  
Financial Reporting and Budget Accountant



**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, April 26, 2023 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 9:33 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  
Mr. Dan Hall, Interim Vice President, Administrative Services  
Ms. Brooke Marshall, Vice President, Human Resources  
Dr. Nick Velluzzi, Vice President, Enrollment Services and Institutional Effectiveness  
Dr. Lisa Chamberlin, Dean, Enrollment Strategies  
Ms. Jessica Cook, Executive Director, Foundation  
Dr. Karl Easttorp, Director, Marketing & Communications  
Dr. Sara Egbert, Interim Dean, Academic Transfer  
Ms. Denise Kammers, Dean, Corrections Education  
Dr. Chad Miltenberger, Dean, Clarkston Campus

**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  
Mr. Joshua Slepín, Director, Institutional Research & Effectiveness

**Approval of Agenda.**

Mr. Hernandez moved and Mr. Warren seconded to approve the agenda for the April 26, 2023 Board of Trustees meeting as presented. *Motion carried.*

**Strategic Planning.** During a study session, President Hickox and Dr. Nick Velluzzi led a discussion with the Board of Trustees regarding the college's strategic planning efforts, including the process, emerging themes, overall timeline, and the Board's strategic priorities.

**Consent Agenda.**

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

1) March 22, 2023 Board Meeting Minutes, 2) Personnel Update. *Motion carried.*

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

- Walla Walla Air Coalition: Requesting contributions from community partners, including WWCC, in support of revenue guarantee funding to continue and expand air service to the Walla Walla Airport.
- Campus Events: There is a steady increase in campus activities with several events and activities occurring on, and in conjunction with, our college campuses – it is both exciting and gratifying to see and be a part of!

**Student Government Association Activity Report.**

➤ **Clarkston Campus.** Mr. Stacey (Simeon) Hall, Clarkston SGA Interim President, reported on the following topics:

- Health & Well-Being:
  - Fitness Challenge – over 50 students participating
  - Fresh Food & Healthy Snacks for Students
  - Aquatic Center Passes
- Events:
  - Movie Night
  - Eggcellent Easter Egg Hunt
  - Bowling Night
  - Spring BBQ
  - Goose Chase Scavenger Hunt
- New Club Recruitment – Video Game Club
- Student Supports & Information Postings/Displays:
  - Giving Cabinet – toiletries & non-perishable food items
  - Mental Health Awareness
  - YWCA
  - Sexual Abuse
  - Earth Day
  - Women's History Month
  - Job & Resource Boards
  - CHS Vote Bond
- Decca Nationals Conference – SGA Interim President Simeon Hall and Vice President Cat Katelnikoff participated with support from advisor Tracy Sereda
- Upcoming May Event – YWCA Embrace Race Color Run

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

- New Incoming President for 2023-24 – Jennifer Vaughn
- May Meeting Presentations – Marketing & Communications and Follett HE Bookstore
- Draft Modality Definitions Policy & Procedure
- President's Evaluation

### **Enrollment Reports.**

- **Final Winter Quarter.** Dr. Velluzzi reviewed the Final Winter Quarter Enrollment Report. The following were in comparison to the close of the previous Winter Quarter:
  - State-supported enrollment reported 1,496 FTE, down 76 FTE, or 4.8%
  - Contract enrollment reported 1,186 FTE, up 106 FTE, or 10%
  - Self-support enrollment reported 47 FTE, up 10 FTE
  - Combined fund sources amount to 2,729 FTE, up 39 FTE, or 1.2%
  
- **Interim Spring Quarter.** Dr. Velluzzi reviewed the Interim Spring Quarter Enrollment Report, noting the following were in comparison to the close of the previous Spring Quarter:
  - State-supported enrollment reported 1,426 FTE, down 45, or 3%
  - Contract enrollment reported 1,045 FTE, up 8 FTE, or 1%
  - Self-support enrollment reported 46 FTE, down 3 FTE
  - Combined fund sources amount to 2,518 FTE, down 39 FTE, or 2%

### **Financial Report.**

- **March Financial Results.** Mr. Dan Hall and Ms. Lori Peterson reviewed the financial results for the period ending March 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
  
- **FY23 Operating Budget Year-End Forecast.** Mr. Hall and Ms. Peterson presented the year-end forecast for FY23, noting that the operating budget year-end forecast will be presented quarterly going forward.

**Board and President's Evaluations.** Ms. Tara Leer provided an update on the sub-committee's ongoing work regarding the President's evaluation and the Board's self-evaluation processes. The consensus of the sub-committee is that both processes are in need of refinement, and to better serve the process, the occurrence of each should be pushed back. Per the Board's request, President Hickox will identify options for a consultant to work with the Trustees to refine the Board's self-evaluation process and dates will be identified as options for a Board retreat. The sub-committee consists of Ms. Leer, Mr. Sergio Hernandez, and Dr. Hickox, with the Vice President of Human Resources, Ms. Brooke Marshall, joining the discussion due to her role in the evaluation process.

**Emergency Succession Plan Update.** Dr. Hickox updated his emergency succession plan, naming Dr. Graydon Stanley, Vice President of Student Services & Interim Vice President of Instruction, as his emergency successor.

**Recess to Executive Session to Discuss Potential Litigation.** The Board recessed to Executive Session at 12:08 p.m. to discuss potential litigation, with an anticipated return time of 12:25 p.m. At 12:25 p.m., the Board announced the Executive Session would be extended to 12:35 p.m. At 12:35 p.m., the Board announced the Executive Session would be extended to 12:40 p.m. At 12:40 p.m., the Board announced the Executive Session would be extended to 12:45 p.m. At 12:45 p.m., the Board announced the Executive Session would be extended to 12:50 p.m. At 12:51 p.m., the Board returned to open session and Ms. Liberty reported no action had been taken during Executive Session.

**Board Reports / Remarks.**

The following items were discussed:

- May Board Meeting
- Spring ACT Conference Logistics
- Land Acknowledgement Statement
- Update on EDI Director Position
- Modality Math
- Update on ctcLink
- Suggested Readings Provided by President Hickox

**New and Unscheduled Business.** None.

**Public Comment.** Public comment was given by WWCC staff member Sara Egbert, sharing updates and events from the Academic Transfer area.

**Adjournment.** The meeting adjourned at 1:14 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: May 18, 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 April 2023.

**New Hires**

Mulder, Heather – Instruction & Classroom Support Technician 2, CRCC  
Lopez, Victor – Business Systems Analyst, Student Services  
Peitersen, Jena – Retail Clerk 2, Student Services

**Separations:**

Williams, Wanda – Athletics Program Coordinator, Student Services  
Clark, Jessica – Vice President of Instruction

**Changes:**

Ruiz, Andrea – Program Coordinator, Student Services (temp to perm)

**Full-Time Positions Currently Posted**

Ag Science/Viticulture Science Instructor (tenure-track)  
CNC Machining Technology Instructor, WSP  
Continuing and Community Education Manager  
Diesel Technology Instructor  
Director of Enology & Viticulture  
Director of Equity, Diversity & Inclusion  
Director of John Deere & Transportation Programs  
Executive Director of Technology Services  
Executive Director, Snake River Salmon Recovery Board  
HVAC Technician  
Nursing Instructor, (tenure track) WW & Clarkston  
Program Specialist 2, WSP  
Warrior Marketplace Kitchen Manager



**Walla Walla Community College**

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

DATE: May 18, 2023

TO: Board of Trustees

FROM: Dr. Nick Velluzzi

RE: Interim Spring Quarter Enrollment

This memo contains current enrollment numbers for Spring Quarter, 2023.

- State supported enrollment for spring quarter is reporting 1,428 FTE, which is down 43 FTE (3%) from the 1,471 FTE at the **close** of spring 2022.
- Contract enrollment is reporting 1,201 FTE, up 164 FTE (16%) from 1,037 FTE at **close** of spring quarter 2022.
- Spring self-support enrollment is reporting 47 FTE, down 2 FTE from the **close** of spring 2022.
- Enrollment for combined fund sources amounts to 2,676 FTE, up 119 FTE (4.6%) from 2,557 FTE at the close of spring quarter 2022.

# Financial Results

For Period Ending April 30, 2023

Board of Trustees Meeting  
May 24, 2023



# 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
- ☐ Questions



# FY2023 Operating Budget

Approved 2022-2023 Operating Budget	\$35,144,754
Approved 2022-2023 Course/Program Fees Budget	1,328,000
<b>Approved 2021-2022 Operating Budget</b>	<b>\$36,472,754</b>

## Operating Budget

Approved 2022-2023 Operating Budget Spending	\$35,144,754	
Allocation 1 - Postsecondary Enrollment SSHB1825	\$160,000	1,090,058
Allocation 1 - Out-of-State Payroll Specialist	-2,578	
Allocation 2 - Curriculum Review	3,660	
Allocation 2 - Health Care Opportunity Grants	219,000	
Allocation 2 - Centers of Excellence	-2,000	
Allocation 2 - Goldstar Families	3,998	
Allocation 3 - Health Care Simulation Labs	427,000	
Allocation 4 - Equity & Access SB 5194	125,000	
Allocation 7 - Climate Solutions Curriculum	5,400	
Allocation 7 - Trucking/School Bus Driving	148,138	
Allocation 9 - Curriculum Review	2,440	

<b>Updated 2022-2023 Operating Spending</b>	<b>\$36,234,812</b>
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# Revenue

	2022-2023 Adjusted Budget	% of Total	2022-2023 YTD Actuals	% of Budget	2021-2022 YTD Actuals	% of Budget	Difference over Prior Year	% Change YOY
<b>State Allocation</b>								
Base Allocation	\$21,456,327	59%	\$16,729,112	78%	\$14,358,101	75%	\$2,371,011	17%
Opportunity Grant	461,412	1%	302,652	66%	266,725	58%	35,927	13%
Worker Retraining	1,725,323	5%	1,208,878	70%	1,242,157	70%	-33,279	-3%
Total State Revenue	\$23,643,062	65%	\$18,240,643	77%	\$15,866,984	75%	\$2,373,659	15%
<b>Operating Fee &amp; Other Revenue</b>								
Operating Fee	\$6,250,000	17%	\$5,107,368	82%	\$5,527,484	91%	-\$420,115	-8%
Student Fees/Other Misc Rev	365,750	1%	1,011,893	277%	510,329	140%	501,565	98%
Open Doors Program	42,000	0%	123,235	293%	36,660	15%	86,574	236%
Running Start	1,700,000	5%	1,303,947	77%	1,286,563	76%	17,384	1%
Foundation Support	250,000	1%	150,000	60%	150,000	75%	0	0%
Grants and Contracts - Indirect	964,000	3%	728,177	76%	790,809	79%	-62,632	-8%
Community Service	260,000	1%	194,726	75%	219,973	121%	-25,247	-11%
Ancillary Programs	150,000	0%	127,551	85%	59,809	40%	67,742	113%
Total Tuition & Other Revenue	\$9,981,750	28%	\$8,746,898	88%	\$8,581,627	\$0	\$165,271	2%
Use of Fund Balance (ctcLink)	\$1,110,000	3%	\$231,273	1%	\$632,871	61%	-\$401,598	-63%
CRSSAA/ARPA Funding	\$1,500,000	4%	\$532,259	1%	\$0	84%	\$532,259	0%
<b>TOTAL REVENUE</b>	<b>\$36,234,812</b>	<b>100%</b>	<b>\$27,751,073</b>	<b>77%</b>	<b>\$25,081,481</b>	<b>76%</b>	<b>\$2,669,591</b>	<b>11%</b>





# Expenditures, *by Category*

	2022-2023 Adjusted Budget	% of Total	2022-2023 YTD Actuals	% of Budget	2021-2022 YTD Actuals	% of Budget	Difference over Prior Year	% Change YOY
Salaries and Wages	\$21,443,113	59%	\$15,376,887	72%	\$13,534,157	68%	\$1,842,730	14%
Benefits	7,297,352	20%	5,425,752	74%	4,459,613	66%	966,139	22%
Rents	40,460	0%	30,166	75%	49,978	124%	-19,812	-40%
Utilities	964,188	3%	881,865	91%	874,872	97%	6,992	1%
Goods and Services	3,572,425	10%	2,338,823	65%	2,255,128	76%	83,695	4%
Travel	102,435	0%	75,289	73%	26,514	25%	48,774	184%
Equipment	791,069	2%	323,345	41%	258,076	74%	65,269	25%
Fin Aid, Debt Service, Transfers	2,070,448	6%	913,478	44%	798,539	46%	114,939	14%
<b>TOTAL EXPENSE</b>	<b>\$36,281,491</b>	<b>100%</b>	<b>\$25,365,604</b>	<b>70%</b>	<b>\$22,256,878</b>	<b>68%</b>	<b>\$3,108,726</b>	<b>14%</b>



# Expenditures, *by Function*

	2022-2023 Adjusted Budget	% of Total	2022-2023 YTD Actuals	% of Budget	2021-2022 YTD Actuals	% of Budget	Difference over Prior Year	% Change YOY
Instruction	\$13,350,854	37%	\$8,584,102	64%	\$8,184,207	68%	\$399,895	5%
Community Service	243,154	1%	158,982	65%	181,034	100%	-22,052	-12%
Instructional Computing	399,182	1%	241,212	60%	298,796	93%	-57,584	-19%
Ancillary Programs	150,000	0%	92,237	61%	82,363	55%	9,874	12%
Academic Administration	2,885,367	8%	2,021,010	70%	2,013,426	75%	7,585	0%
Library Services	612,554	2%	496,976	81%	405,860	66%	91,116	22%
Student Services	5,293,780	15%	4,009,025	76%	2,782,304	57%	1,226,721	44%
Institutional Support	9,809,486	27%	6,685,176	68%	5,604,909	65%	1,080,267	19%
Facility Services	3,537,114	10%	3,076,883	87%	2,703,979	79%	372,903	14%
<b>TOTAL EXPENSE</b>	<b>\$36,281,491</b>	<b>100%</b>	<b>\$25,365,604</b>	<b>70%</b>	<b>\$22,256,878</b>	<b>68%</b>	<b>\$3,108,726</b>	<b>14%</b>



# Course/Program Fees

	Academic Transfer	Vocational Programs	Healthcare Education	Facility Use Fees	All Other	Total
Student Fee Revenue, Year-to-date	\$61,297	\$428,450	\$229,561	\$320,298	\$394,672	\$1,434,278
less: Program costs	<u>44,588</u>	<u>329,993</u>	<u>238,741</u>	<u>211,306</u>	<u>250,888</u>	<u>1,075,516</u>
<b>Net Profit/(Loss), Year-to-date</b>	<b>\$16,708</b>	<b>\$98,457</b>	<b>-\$9,180</b>	<b>\$108,992</b>	<b>\$143,784</b>	<b>\$358,762</b>
Opening Fund Balance, 7/1/22	<u>\$90,140</u>	<u>\$581,973</u>	<u>\$298,839</u>	<u>\$1,553,103</u>	<u>\$554,160</u>	<u>\$3,078,215</u>
<b>Fund Balance as of 4/30/2023</b>	<b><u>\$106,849</u></b>	<b><u>\$680,431</u></b>	<b><u>\$289,659</u></b>	<b><u>\$1,662,095</u></b>	<b><u>\$697,944</u></b>	<b><u>\$3,436,977</u></b>



# Self-Support Programs

	Quest	Youth Programs	Continuing Education	Community Education	Resale Programs	2nd Chance Pell	Total
Revenue, Year-to-date	\$69,518	\$0	\$14,693	\$13,540	\$127,551	\$96,975	\$322,278
less: Program costs	<u>30,858</u>	<u>-</u>	<u>71,108</u>	<u>11,660</u>	<u>92,237</u>	<u>45,357</u>	<u>251,220</u>
<b>Net Profit/(Loss), Year-to-date</b>	<b>\$38,660</b>	<b>\$0</b>	<b>-\$56,415</b>	<b>\$1,880</b>	<b>\$35,314</b>	<b>\$51,619</b>	<b>\$71,058</b>
Opening Fund Balance, 7/1/22	<u>-\$38,394</u>	<u>\$21,683</u>	<u>\$60,275</u>	<u>\$0</u>	<u>-\$67,687</u>	<u>\$53,541</u>	<u>\$29,418</u>
<b>Fund Balance as of 4/30/2023</b>	<b><u>\$266</u></b>	<b><u>\$21,683</u></b>	<b><u>\$3,861</u></b>	<b><u>\$1,880</u></b>	<b><u>-\$32,373</u></b>	<b><u>\$105,160</u></b>	<b><u>\$100,476</u></b>



# Grants and Contracts

	Apr 2023 Budget Changes	2022-2023 YTD Budget	Expenditures to Date	YTD % Spent
Corrections Education		\$7,718,306	\$5,605,819	73%
State Funded Grants		3,040,950	1,560,515	51%
Federal Funded Grants		1,496,175	756,402	51%
CARES, CRRSAA, ARPA		5,192,632	3,454,416	67%
Private Funded Grants		223,572	70,971	32%
Fiscal Agent Grants		1,002,668	440,226	44%
<b>TOTAL GRANTS &amp; CONTRACTS</b>	<b>\$0</b>	<b>\$18,674,303</b>	<b>\$11,888,349</b>	<b>64%</b>



# Enterprise Funds

	ASG/Athletics	Bookstore	Culinary	Other Enterprise	Total
<b><u>Revenue, Year-to-date</u></b>					
Tuition/Fees	\$623,744	-\$720	\$816	\$3,898	\$627,738
Sales	150	549,566	-	-	\$549,716
Club/Team Fundraising	140,962	-	-	-	140,962
Other	34,096	4,417	1,160	20,863	60,536
<b>Total YTD Revenue</b>	<b>\$798,952</b>	<b>\$553,263</b>	<b>\$1,976</b>	<b>\$24,761</b>	<b>\$1,378,952</b>
<b><u>Program Costs, Year-to-date</u></b>					
Salaries and Benefits	\$259,627	\$226,196	\$0	\$1,740	\$487,563
Scholarships	164,363	-	-	-	164,363
Goods and Services	724,204	710,843	3,427	13,338	1,451,812
<b>Total YTD Program Costs</b>	<b>\$1,148,194</b>	<b>\$937,040</b>	<b>\$3,427</b>	<b>\$15,078</b>	<b>2,103,738</b>
<b>Net Profit/(Loss), Year-to-date</b>	<b>-\$349,242</b>	<b>-\$383,776</b>	<b>-\$1,450</b>	<b>\$9,683</b>	<b>-\$724,786</b>
<b>Opening Fund Balance, 7/1/22</b>	<b>\$1,124,303</b>	<b>\$878,796</b>	<b>\$58,428</b>	<b>\$533,562</b>	<b>\$2,595,089</b>
<b>Fund Balance as of 4/30/2023</b>	<b>\$775,061</b>	<b>\$495,020</b>	<b>\$56,977</b>	<b>\$543,245</b>	<b>\$1,870,303</b>



# Fund Balance Report

	Balance	Committed	Available	Notes
Grants - 145	-\$5,241,372	-\$5,241,372	\$0	Allowable spending specific to each grant
Contracts - 146	9,180,992	1,257,068	7,923,924	Available includes: Running Start, Grant and Contract indirect, balance of HEERF draws
Local Funds - 148	7,901,127	3,879,207	4,021,921	Committed includes: ctcLink, Self-support and ancillary programs, course, program, and tech fees
Operating Fee (Tuition) -149	4,925,111	0	4,925,111	Tuition and investment interest
Motorpool - 460	90,575	90,575	-	For maintenance of Motorpool fleet
SGA/Athletics - 522	775,061	775,061	-	For SGA/Athletics support
Bookstore - 524	495,020	495,020	-	For Bookstore operation
Culinary Enterprises - 569	56,977	56,977	-	For culinary enterprise activity only (Capstone, catering, café)
Auxilliary - 570	543,245	543,245	-	Reserved balances (PBX and software replace, various pass-throughs and fees, faculty excellence, etc)
Other funds	-2,163,115	-2,163,115	-	Agency funds, local capital, state appropriations, 3.5% FA
<b>Uncommitted Fund Balance</b>	<b>\$16,563,622</b>	<b>-\$307,335</b>	<b>\$16,870,956</b>	



# Looking Ahead

	Amount	Notes
<b>Uncommitted Fund Balance</b>	<b>\$16,870,956</b>	from previous slide
<u>Less:</u>		
IT infrastructure	1,000,000	Classroom technology upgrades
ctcLink	70,421	Ongoing costs of implementation/stabilization
China Pavilion demolition	100,000	Costs exceeding Capital budget
STEM addition IT	200,000	Monitors, consoles, classroom hybrid technology
KnowBe4	41,310	Cybersecurity platform, 3-year subscription
Other miscellaneous	18,000	Digital whiteboards, RFID inventory system, etc
<b>Subtotal</b>	<b>\$15,441,225</b>	
<u>Less Reserves:</u>		<u>Board Policy 1670</u>
Operational Contingency	1,094,183	3% of FY23 budgeted operating expenditures
Operating Reserves	6,200,368	17% of FY23 budgeted operating expenditures
<b>Net Available Fund Balance</b>	<b>\$8,146,674</b>	





# Year-End Forecast with FY24 Draft Budget

	FY21 Budget	FY21 Actual	FY22 Budget	FY22 Actual	FY23 Budget	FY23 Actual (estimated)
Annual State FTE Enrollments	2,157	1,696	1,950	1,699	1,776	1,618
<b>Revenue</b>						
State and Local	\$26,484,213	\$25,938,228	\$25,820,685	\$25,477,440	\$27,374,812	\$31,111,763
Operating Fee (Tuition)	6,237,448	5,718,286	6,100,000	6,759,437	6,250,000	5,937,500
Reserves and COVID Relief	0	141,504	1,660,272	879,530	2,610,000	763,532
<b>Total Revenue</b>	<b>\$32,721,661</b>	<b>\$31,798,018</b>	<b>\$33,580,957</b>	<b>\$33,116,407</b>	<b>\$36,234,812</b>	<b>\$37,812,795</b>
<b>Expenditures</b>						
Salaries and Wages	\$18,082,092	\$16,469,393	\$19,928,227	\$18,532,462	\$21,443,113	\$19,338,857
Benefits	6,312,791	5,848,155	6,795,456	5,968,897	7,297,353	6,772,822
<b>Total Personnel Costs</b>	<b>\$24,394,883</b>	<b>\$22,317,548</b>	<b>\$26,723,683</b>	<b>\$24,501,360</b>	<b>\$28,740,466</b>	<b>\$26,111,679</b>
Personnel as a % of Revenue	74.6%	70.2%	79.6%	74.0%	79.3%	69.1%
<b>Total Non-Personnel Expense</b>	<b>\$5,978,950</b>	<b>\$5,302,660</b>	<b>\$6,548,430</b>	<b>\$5,946,258</b>	<b>\$7,541,025</b>	<b>\$8,373,959</b>
Operating Expense as % Rev	18.3%	16.7%	19.5%	18.0%	20.8%	22.1%
<b>Total Operating Expense</b>	<b>\$30,373,833</b>	<b>\$27,620,208</b>	<b>\$33,272,113</b>	<b>\$30,447,617</b>	<b>\$36,281,491</b>	<b>\$34,485,639</b>
Operating as a % of Revenue	92.8%	86.9%	99.1%	91.9%	100.1%	91.2%
<b>Net Operating Excess/(Deficit)</b>	<b>\$2,347,828</b>	<b>\$4,177,810</b>	<b>\$308,844</b>	<b>\$2,668,789</b>	<b>(\$46,679)</b>	<b>\$3,327,156</b>

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# Questions?

Lori Peterson  
Financial Reporting and Budget Accountant



Memorandum of Understanding  
Between  
The Board of Trustees of Community College District No. 20  
and the  
Walla Walla Community College Association for Higher Education

UPDATED Guided Pathways, High Demand, and Nurse Educator Compensation

Whereas the Workforce Education Investment Account provided appropriations solely to implement Guided Pathways at each of the state's community and technical colleges;

Whereas Guided Pathways implementation includes:

- (i) Increased student support services, including advising and counseling;
- (ii) Faculty teaching and planning time to redesign curriculum, develop meta-majors, and engage in interdepartmental planning on pathways;
- (iii) Data analytics and student tracking technology to help advisors and students address challenges that may impede a student's progress; and
- (iv) Research and evaluation to ensure reforms lead to improvements for all students.

Whereas the Workforce Investment Act provided for increasing salaries for faculty in disciplines determined to be High-Demand including but not limited to STEM and Skills Gap courses;

Whereas the parties have reviewed a list of course CIP Codes for Weighted Skills Gap Enrollment, and a list of STEM courses for Weighted STEM enrollments;

Whereas the legislature has authorized and appropriated dollars “solely to increase nurse educator salaries”;

Whereas in past years the college has received multiple allocations for such purposes as stated above and assuming that such allocations remain substantially similar in the upcoming years;

Whereas the parties have engaged in negotiations;

Therefore, the Association for Higher Education and the Board of Trustees hereby enter into this Memorandum of Understanding for the 2022-23, 2023-24, and 2024-25 academic years:

Each fiscal year, up to ten percent (10%) of the Guided Pathways allocation will be dedicated to faculty compensation for their training and contributions to Guided Pathways work.

Faculty eligible for a High Demand stipend are those faculty teaching a) STEM (all college level Science, Technology, Engineering, Math (including Math 146)), and b) Skills Gap courses (excluding Nursing) as defined by the SBCTC; Additionally, the faculty teaching the following will be included:

- a. Agri-Business 010101
- b. Agricultural Technology and Production Management 010201
- c. Animal Science 010302
- d. Plant and Soil Science 010304
- e. Bachelor of Applied Science – Agricultural Systems 010308
- f. Culinary Arts 120503
- g. Early Childhood Education 131210
- h. Industrial Electrical Maintenance 410301
- i. Industrial Mechanics 470303

Eligible active full-time faculty will receive an annual stipend. Eligible active part-time faculty will receive an annual stipend based on a pro-rated portion of their percent of full-time teaching approved courses during the current academic year (Summer, Fall, Winter, Spring). All stipends will be paid on or before the last paycheck in Spring Quarter of the same academic year. The total allocation will be divided into the number of faculty eligible to determine the stipend amount each spring.

In order to change to compensating faculty for High Demand stipends during a current academic year, a one-time payout will occur for 2022-2023 academic year High-Demand stipends and will be based on the following five (5) quarters: Spring 22, Summer 22, Fall 22, Winter 23, Spring 23. Subsequent years will follow the current academic year.

Nurse educator is defined as an employee in a position requiring a current Registered Nurse license. Nurse educator money will be utilized to continue to fund the increase of two 70% nursing faculty positions to 100%, and six full-time nursing faculty positions. To aid in the recruitment, hiring and retention of nursing faculty positions, newly hired full-time tenure track nursing faculty will receive a \$15,000 signing bonus subject to a three-year diminishing repayment plan. Adjunct faculty will receive a signing bonus of \$1,000 and a retention bonus of \$1,000 each quarter they are continuously employed. Full-time nursing faculty will receive a retention stipend in the amount of twenty-six percent (26%) of their base salary. Full-time and part-time Nurse Educators compensated at the Mode 4 rate will receive the regular Mode 4 rate plus an additional \$43.55 per clinical hour. Nurse educator money will be used to pay any salary step increases awarded to nursing faculty. Nurse educator funds will be used to compensate the Dean of Nursing & Allied Health, the Assistant Dean of Nursing, and support increasing non-faculty nurse educator salaries.

For the Employer:

For the Union:

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Ms. Michelle Liberty, Board Chair

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Mr. James Peitersen, AHE President

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Date

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Date

Memorandum of Understanding  
Between  
The Board of Trustees of Community College District No. 20  
and the  
Walla Walla Community College Association for Higher Education (AHE)

Faculty Conversion Positions

Whereas, the Washington State Legislature passed Senate Bill 5194 during the 2021-23 biennium, providing funding to increase the number of full-time faculty at Washington State Board Community and Technical Colleges (SBCTC) in recognition that student outcomes and success, especially for first generation, underserved students, may be significantly improved. Whereas, the legislature has determined this is best accomplished through converting part-time faculty positions to full-time tenure-track positions and by hiring new full-time faculty through the college's diversity, equity and inclusion hiring practices; and

Whereas, the SBCTC allocated funding to the thirty-four (34) colleges in the system; and

Whereas, Walla Walla Community College was allocated one hundred eight thousand dollars (\$108,000) to convert four (4) part-time faculty positions; and

Whereas, AHE and the District agreed to the following use of the funds:

*Four (4) full-time tenure-track faculty positions:*

1. *Communications – Walla Walla Campus*
2. *Human & Social Services – Walla Walla Campus*
3. *Transitional Studies – Clarkston Campus*
4. *Welding – Walla Walla Campus*

*The District and AHE also agree to fund two (2) positions utilizing existing college resources:*

1. *One (1) permanent full-time position to assist further development and support of the Human and Social Services and Criminal Justice programs in efforts to recruit and retain students; and,*
2. *One (1) full-time non-tenure track Diesel Technology Instructor*

All of the above positions shall have an expected start date on or before the beginning of the 2023- 2024 academic year.

For the Employer:

For the Union:

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Mr. Michelle Liberty, Board Chair

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Mr. James Peitersen, AHE President

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Date

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Date



**Office of the Vice President of Student Services**  
**Walla Walla Community College**  
 500 Tausick Way  
 Walla Walla, WA 99362-9267  
 Phone: 509-527-4274  
 Fax: 509-527-4249

## MEMORANDUM

**TO:** WWCC Board of Trustees  
**FROM:** Dr. Graydon A. Stanley, Vice President of Student Services  
**DATE:** May 18, 2023  
**SUBJECT:** First Read of Services and Activities Fee Budget for FY24

On behalf of the various entities funded by the Services and Activities Fee Budget, it is my pleasure to represent the financial priorities of the primary stakeholders of these resources. Of particular note is the impressive work done by the members of the Student Government Association and their advisors, both on the Walla Walla and Clarkston campuses. This budget is closely aligned with the purposes of the services and activities fee and returns the greatest value to our students. In the attached budget, please note the following highlights:

- A predicted fee revenue of \$740,880 based on a projected enrollment decrease of 2%
- Use of \$75,000 in reserve funds to sustain services and activities at current levels and accommodate a substantial shift in Activity and Engagement Programming that anticipates more face to face interaction and supports retention efforts
- A commitment of support to students in the athletics program at the same percent of overall budget
- A shift of funding for categories that are no longer priorities of the Association or have been moved to more appropriate funds.

Additionally, the request for next year includes a separate request for the use of reserve funds to support the following one-time expenditure:

- The second installment of \$80,000 in a two-year plan to refurbish the student activity areas of the two campuses, including outdoor areas.

Of particular note, but not included in this budget, is the optimization of designated fees to support the staffing and programming of the Student Recreation Center and programs. Significant increases in student participation have been realized and expansion of programming is ongoing.

Thanks for your consideration and support of these requests.

**Walla Walla Community College**  
**FY 23-24 Services & Activities Fees Budget**

Revenue Type	FY 21-22 Revenue	FY 22-23 Revenue	FY 23-24 Revenue
S&A Fees	\$891,200	\$756,000	\$740,880
Vending Machines	\$3,953	\$7,000	\$7,500
Reserve		\$74,500	\$75,000
<b>Total Revenues</b>	<b>\$895,153</b>	<b>\$837,500</b>	<b>\$823,380</b>

Account Title	FY 20-21 Budget	% of Budget	FY 21-22 Budget	% of Budget	FY 22-23 Budget	% of Budget	FY 23-24 Total Proposed Budget		% of Budget
Administrative & Professional Salaries	\$99,823	11.2%	\$99,823	11.2%	\$101,000	12.1%	Walla Walla	\$90,950	
							Clarkston	\$16,000	13.0%
Director of Student Life Support	\$7,249	0.8%	\$7,249	0.8%	\$8,000	1.0%	Walla Walla	\$5,000	
							Clarkston	\$5,000	0.6%
Media, Marketing, Graphics	\$1,000	0.1%	\$1,000	0.1%	\$4,000	0.5%	Walla Walla	\$3,000	
							Clarkston	\$3,000	0.4%
Lecture & Entertainment	\$500	0.1%	\$500	0.1%		0.0%	Walla Walla		
							Clarkston		
Student Government Association Leadership	\$108,690	12.2%	\$108,690	12.2%	\$108,000	12.9%	Walla Walla	\$50,000	
							Clarkston	\$30,000	9.7%
Student Club Council Support	\$19,260	2.2%	\$19,260	2.2%	\$20,500	2.4%	Walla Walla	\$10,000	
							Clarkston	\$4,000	1.7%
Clubs (16 Total)	\$34,660	3.9%	\$34,660	3.9%	\$28,000	3.3%	Walla Walla	\$15,000	
							Clarkston	\$18,000	4.0%
Student Activities & Engagement Programming	\$118,795	13.3%	\$118,795	13.3%	\$177,000	21.1%	Walla Walla	\$185,430	
							Clarkston	\$15,000	24.3%
Diversity, Inclusion and Equity Programming	\$6,300	0.7%	\$6,300	0.7%	\$9,000	1.1%	Walla Walla	\$8,000	
							Clarkston	\$1,000	1.1%
Volunteerism/Community Service	\$5,500	0.6%	\$5,500	0.6%	\$8,000	1.0%	Walla Walla	\$5,000	
							Clarkston	\$5,000	0.6%
Intramurals/Recreation	\$24,003	2.7%	\$24,003	2.7%	\$0	0.0%	Walla Walla		
							Clarkston	\$0	
Clarkston Warrior Fitness	\$1,450	0.2%	\$1,450	0.2%	\$0	0.0%	Walla Walla		
							Clarkston	\$0	
Academic Programs	\$1,350	0.2%	\$1,350	0.2%	\$1,300	0.2%	Walla Walla		
							Clarkston	\$0	
Student Recreation Center Support	\$12,700	1.4%	\$12,700	1.4%	\$0	0.0%	Walla Walla		
							Clarkston	\$0	
Graduation	\$2,150	0.2%	\$2,150	0.2%	\$8,000	1.0%	Walla Walla	\$5,000	
							Clarkston	\$1,000	1.1%

Account Title	FY 20-21 Budget	% of Budget	FY 21-22 Budget	% of Budget	FY 22-23 Budget	% of Budget	FY 23-24 Total Proposed Budget			% of Budget
Tutoring & Learning Centers	\$50,810	5.7%	\$50,810	5.7%	\$0	0.0%	Walla Walla Clarkston		\$0	
Student Teams (PAS, SkillsUSA)	\$37,020	4.2%	\$37,020	4.2%	\$22,000	2.6%	Walla Walla Clarkston	\$25,000	\$25,000	3.0%
Athletics	\$356,000	39.9%	\$356,000	39.9%	\$336,000	40.1%	Walla Walla Clarkston		\$336,000	40.8%
Outreach Department (Welcome Center)	\$3,940	0.4%	\$3,940	0.4%	\$0	0.0%	Walla Walla Clarkston		\$0	
Contingency		0.0%		0.0%	\$6,700	0.8%	Walla Walla Clarkston		\$0	
<b>TOTALS</b>	<b>\$891,200</b>	<b>100.0%</b>	<b>\$891,200</b>	<b>100.0%</b>	<b>\$837,500</b>	<b>100.0%</b>			<b>\$823,380</b>	<b>100.0%</b>




**Office of the Vice President of Student Services**
**Walla Walla Community College**

500 Tausick Way

Walla Walla, WA 99362-9267

Phone: 509-527-4224

Fax: 509-527-4249

**MEMORANDUM**

**TO:** WWCC Board of Trustees

**FROM:** Dr. Graydon A. Stanley, Vice President of Student Services

**DATE:** May 18, 2023

**SUBJECT:** First Read of FY24 Athletic Program Budget

On behalf of the student athletes, coaches, and Athletic Department administration and staff, it is my pleasure to request your approval of our budget for FY24. As you know, the students and employees of the Athletic Department consistently make us proud with their achievements in the classroom and in competition. Additionally, it is noted that the student athlete population constitutes a significant portion of our enrollment and their engagement and persistence often represent some of the best of our retention and completion efforts. In the attached budget, please note the following highlights:

- A blend of financial support from local funds, generated revenue, and consistent support from the Services and Activities Fees
- An equitable share of resources across the various sports, including an increase in scholarship support to follow NWAC allowances and keep us competitive with other colleges in our conference
- A conservative and responsible stewarding of resources in spite of increasing costs.

The attached document is presented to the Walla Walla Community College Board of Trustees as a first read and to fulfill requirements set forth in RCW 28B.315.120(2)a.

1. The College's Board of Trustees must specifically approve an annual budget for its athletic programs.
2. If the athletic programs experience an operating deficit at the end of any fiscal year, the Board must:
  - a. Approve a plan to reduce operating deficits in future fiscal years;
  - b. Conspicuously post on its website the financial statements for its programs for the prior three consecutive years along with the "plan" identified in 2a;
  - c. Approve in advance, any transfer exceeding \$250,000 (if not already included in the approved annual budget); and
  - d. Approve in advance, any expenditure over \$250,000 that was not included in the approved annual budget.

Thank you for your consideration and support of these requests.

Walla Walla Community College  
FY24 Athletics Program Budget

	2021-2022	2022-2023	2023-2024	Change
<b>Revenue</b>				
<u>Student Activities and Intercollegiate Athletics</u>				
Service and Activity Fee (as approved by SGA)	356,000	336,000	336,000	-
Spirit Packs (User Fee)	7,230	7,500	7,500	-
Revenue from Sporting Events	7,436	10,000	12,000	2,000
<b>Total Student Activities and Intercollegiate Athletics</b>	<b>370,666</b>	<b>353,500</b>	<b>355,500</b>	<b>2,000</b>
<u>Local Funds (included in FY22 Operating Budget)</u>				
Salaries and Benefits	453,182	472,023	472,023	-
Goods and Services	78,466	96,107	96,107	-
Revenue Transfer from Local Funds to support program	299,927	299,927	299,927	-
<b>Total Local Funds Supporting Athletics Program</b>	<b>831,575</b>	<b>868,057</b>	<b>868,057</b>	<b>-</b>
 <b>Total Revenue</b>	 <b>1,202,241</b>	 <b>1,221,557</b>	 <b>1,223,557</b>	 <b>2,000</b>
<b>Expenditures</b>				
Direct Student Support	270,912	270,912	270,912	-
Non-Resident Recruitment	270,912	-	40,000	40,000
Supplies and Contracted Services	275,122	275,122	275,122	-
Travel	142,538	143,000	143,000	-
Insurance	46,487	46,500	46,500	-
Rents and Leases	14,000	14,000	14,000	-
<u>Athletic Program Personnel</u>				-
Athletic Director and Program Support Personnel	298,266	344,104	344,104	-
Coaches and Assistant Coaches	121,129	99,113	99,113	-
Time Keepers, Stat Recorders, Announcers, etc	8,314	3,333	3,333	-
Student Help/Work Scholarships	25,473	25,473	25,473	-
Athletic Director Contingency	-	-	-	-
 <b>Total Expenditures</b>	 <b>1,473,153</b>	 <b>1,221,557</b>	 <b>1,261,557</b>	 <b>40,000</b>

*The Board approved Athletics budget serves as the College's plan to comply with RCW 28B.15.120 (2)a.*



## Walla Walla Community College

500 Tausick Way  
Walla Walla, WA 99362-9267  
(509) 522-2500  
FAX (509) 527-4480

DATE: May 19, 2023  
TO: Board of Trustees  
FROM: Dan Hall, Interim Vice President of Administrative Services  
RE: First Read: 2023-2024 Tuition Schedules & 2023-2024 Course Fee Schedule

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This is the first reading of the 2023-24 draft tuition schedules that serves to inform students what they can expect to pay for tuition and fees starting Fall Quarter 2023. Attached are the rates for all Washington State Community Colleges, approved by the State Board for Community and Technical Colleges (SBCTC) on May 11, 2023. Tuition for a full-time resident is expected to increase by 3.0%.

The 2023-24 Tuition Schedule includes tuition and fees that apply to almost every student and are generally calculated on a standard per credit basis. The fees and tuition waivers the WWCC Board of Trustees control are also included in this schedule.

Also included is the student fee schedule updated to reflect requested changes. A detailed break out of the requested changes is attached, along with the entire Board of Trustees approved fee schedule. Program managers have requested the revision of seven fees. All changes are to support course supplies, materials and instructional support.

Request for final approval will be presented at the June 28, 2023 Board of Trustees meeting.

## 2023-2024 Lower Division Tuition Schedule in USD

State Board Established - Resident - **approved May 11, 2023**

	2022-2023	2023-2024	Diff.	% Diff
<b>1-10 Credits</b>				
Operating Fee	93.94	96.76	2.82	3.0%
Building Fee	12.94	14.11	1.17	9.0%
S & A Fee	12.25	12.71	0.46	3.8%
	119.13	123.58	4.45	3.7%
<b>11-18 Credits</b>				
Operating Fee	47.27	48.69	1.42	3.0%
Building Fee	4.56	4.97	0.41	9.0%
S & A Fee	7.11	7.36	0.25	3.5%
	58.94	61.02	2.08	3.5%
Basic Skills (ABE, GED, ESL), per student/quarter				\$25.00

WWCC Board of Trustees Established:

Non-Resident Special Fee	\$15/cr. max \$225
Eligible Veterans and National Guard Members Tuition Waiver	50%
Ungraded Courses (EMT, First Aid, Quest, Journey person)	\$41.00
Space Available for Senior Citizens, per class, limit 2 classes	\$2.50
Professional Technical students and req. courses 18+ cr.	\$25.00
American Indian Students - Nonresident differential waived	
H. S. Completion for non-res.- Nonresident differential waived	
Parent Ed Courses	\$25.00
Athletic Waiver, "grant-in-aid" eligible res. & non-res.	25%
Maximum 385.2 / Qtr	

### Credit Level Examples

Credit Level	Tuition	Fees			TOTAL
	SBCTC	Student Voted		Board of Trustees	
	Washington Resident	Facility Use	Technology	Comprehensive (1)	
1	123.58	9.00	3.00	4.90	140.48
2	247.16	18.00	6.00	9.80	280.96
3	370.74	27.00	9.00	14.70	421.44
4	494.32	36.00	12.00	19.60	561.92
5	617.90	45.00	15.00	24.50	702.40
6	741.48	54.00	18.00	29.40	842.88
7	865.06	63.00	21.00	34.30	983.36
8	988.64	72.00	24.00	39.20	1,123.84
9	1,112.22	81.00	27.00	44.10	1,264.32
10	1,235.80	90.00	30.00	49.00	1,404.80
11	1,296.82	90.00	30.00	49.00	1,465.82
12	1,357.84	90.00	30.00	49.00	1,526.84
13	1,418.86	90.00	30.00	49.00	1,587.86
14	1,479.88	90.00	30.00	49.00	1,648.88
15	1,540.90	90.00	30.00	49.00	1,709.90
16	1,601.92	90.00	30.00	49.00	1,770.92
17	1,662.94	90.00	30.00	49.00	1,831.94
18	1,723.96	90.00	30.00	49.00	1,892.96
19+ (per cr.)	110.87	-	-	-	110.87

COST PER CREDIT BY STUDENT TYPE				
Board of Trustees				
US Citizen Non-Resident Tuition <sup>(2)</sup>	International	WA Resident HS Completion	Parent ED	EMT, FA, Quest w/ FUF & Comp.
177.61	334.85	32.90	16.00	54.90
355.22	669.70	65.80	32.00	109.80
532.83	1,004.55	98.70	48.00	164.70
710.44	1,339.40	131.60	64.00	219.60
888.05	1,674.25	164.50	80.00	274.50
1,065.66	2,009.10	197.40	96.00	329.40
1,243.27	2,343.95	230.30	112.00	384.30
1,420.88	2,678.80	263.20	128.00	439.20
1,598.49	3,013.65	296.10	144.00	494.10
1,776.10	3,348.50	329.00	160.00	549.00
1,855.44	3,417.46	345.00	176.00	590.00
1,934.78	3,486.42	361.00	192.00	631.00
2,014.12	3,555.38	377.00	208.00	672.00
2,093.46	3,624.34	393.00	224.00	713.00
2,172.80	3,693.30	409.00	240.00	754.00
2,237.14	3,762.26	425.00	256.00	795.00
2,301.48	3,831.22	441.00	272.00	836.00
2,365.82	3,900.18	457.00	288.00	877.00
114.17	305.24	25.00	16.00	41.00

(1) Comprehensive Fee is \$4.40/cr; eLearning fee is \$0.50/cr

(2) Applies to US Citizens as defined by RCW 28B.15.013

## 2023-2024 Upper Division Tuition Schedule

State Board Established - Resident - **approved May 11, 2023**

	2022-2023	2023-2024	Diff.	% Diff
<b>1-10 Credits</b>				
Operating Fee	207.07	213.28	6.21	3.00%
Building Fee	12.94	14.11	1.17	9.04%
S & A Fee	<u>12.25</u>	<u>12.71</u>	<u>0.46</u>	<u>3.76%</u>
	232.26	240.10	7.84	3.38%
<b>11-18 Credits</b>				
Operating Fee	0.00	0.00	0.00	0.00%
Building Fee	4.56	4.97	0.41	8.99%
S & A Fee	<u>7.11</u>	<u>7.36</u>	<u>0.25</u>	<u>3.52%</u>
	11.67	12.33	0.66	5.66%

WWCC Board of Trustees Established:

Non-Resident Special Fee	\$15/cr. max \$225
Eligible Veterans and National Guard Members Tuition Waiver	50.00%
Professional Technical students and req. courses 18+ cr.	\$25.00
American Indian Students - Nonresident differential waived	
Athletic Waiver, "grant-in-aid" eligible res. & non-res.	25.00%
Maximum 615.7 / Qtr	

### Credit Level Examples

Credit Level	TUITION	FEES			TOTAL	COST PER CREDIT BY STUDENT TYPE	
	SBCTC	Student Voted		Board of Trustees		Board of Trustees	SBCTC
	Washington Resident	Facility Use	Technology	Comprehensive <sup>(1)</sup>		US Citizen Non-Resident Tuition <sup>(2)</sup>	International
1	240.10	9.00	3.00	4.90	257.00	299.67	691.60
2	480.20	18.00	6.00	9.80	514.00	599.34	1,383.20
3	720.30	27.00	9.00	14.70	771.00	899.01	2,074.80
4	960.40	36.00	12.00	19.60	1,028.00	1,198.68	2,766.40
5	1,200.50	45.00	15.00	24.50	1,285.00	1,498.35	3,458.00
6	1,440.60	54.00	18.00	29.40	1,542.00	1,798.02	4,149.60
7	1,680.70	63.00	21.00	34.30	1,799.00	2,097.69	4,841.20
8	1,920.80	72.00	24.00	39.20	2,056.00	2,397.36	5,532.80
9	2,160.90	81.00	27.00	44.10	2,313.00	2,697.03	6,224.40
10	2,401.00	90.00	30.00	49.00	2,570.00	2,996.70	6,916.00
11	2,413.33	90.00	30.00	49.00	2,582.33	3,024.95	6,929.25
12	2,425.66	90.00	30.00	49.00	2,594.66	3,053.20	6,942.50
13	2,437.99	90.00	30.00	49.00	2,606.99	3,081.45	6,955.75
14	2,450.32	90.00	30.00	49.00	2,619.32	3,109.70	6,969.00
15	2,462.65	90.00	30.00	49.00	2,631.65	3,137.95	6,982.25
16	2,474.98	90.00	30.00	49.00	2,643.98	3,151.20	6,995.50
17	2,487.31	90.00	30.00	49.00	2,656.31	3,164.45	7,008.75
18	2,499.64	90.00	30.00	49.00	2,668.64	3,177.70	7,022.00
19+ (per cr.)	227.39	-	-	-	227.39	237.59	661.99

(1) Comprehensive Fee is \$4.40/cr; eLearning fee is \$0.50/cr

(2) Applies to US Citizens as defined by RCW 28B.15.013

**PROPOSED CHANGES TO BOARD APPROVED FEES  
2023-2024**

**BOARD APPROVED FEES**

GENERAL LOCAL FUND 148		Fee Description	Basis for Calculation of Fee	2022-2023 FEES	2023-2024 PROPOSED FEES
Liability Insurance	210000281185	Nursing Liability insurance	per quarter	\$ 18.75	\$ 19.00
Medical Asst Supplies	210000200130	Program specific supplies	per class	-	\$ 142.00
Nursing Program Fee, Year 1 (Fall Only)	210000200500	Year 1 program fee to cover ATI testing fees and nursing computer lab replacement (\$12 of fee per quarter)	per quarter	\$ 210.00	\$ 247.50
Nursing Program Fee, Year 2	210000200550	Year 2 program fee to cover ATI testing fees and nursing computer lab replacement (\$10 of fee per quarter)	per quarter	\$ 165.00	\$ 200.00
Science Lab Fee - 2 Hr	210000200510	Lab Fee assessed to students in science classes to cover supplies & instructional support	per course	\$ 55.00	\$ 65.00
Welding Aluminum Lab Fee	210000200320	\$25 supplies and \$25 equipment repair & replacement to cover costs related to aluminum welding class	per credit up to 18 credits	\$ 45.00	\$ 50.00
Welding Stainless Steel Program Fee - Walla Walla	NEW	\$25 supplies & instructional support and \$25 equipment repair & replacement	per credit up to 18 credits		\$ 50.00

**PROPOSED  
STUDENT FEE SCHEDULE  
2023-2024**

**BOARD APPROVED FEES**

GENERAL LOCAL FUND 148		Fee Description	Basis for Calculation of Fee	2022-2023 FEES	2023-2024 PROPOSED FEES
Ag Business Program Fee	210000200410	Program specific fees to cover supplies & instructional support	per credit up to 18 credits	\$ 0.50	\$ 0.50
Ag Science Program Fee	210000200370	\$4 supplies & instructional support and \$2 equipment repair & replacement	per credit up to 18 credits	\$ 6.00	\$ 6.00
Allied Health State Sup	210000200010	First-Aid Electronic Card and perishable supplies used for First Aid instruction.	per class	\$ 25.00	\$ 25.00
Allied Health State Sup CLK	210000200020	First-Aid or CPR Electronic Card and perishable supplies used for CPR and First Aid instruction.	per class	\$ 25.00	\$ 25.00
Allied Hlth Course Fee	210000200050	CPR Electronic Card and perishable supplies used for CPR instruction	per class	\$ 25.00	\$ 25.00
Art Lab Fee	210000012000	Lab Fee assessed to students in art classes to cover supplies & instructional support	per course	\$ 35.00	\$ 35.00
Art Lab Fee CLK	210000200330	Lab Fee assessed to students in art classes to cover supplies & instructional support	per course	\$ 35.00	\$ 35.00
Auto Repair Program Fee	210000012130	\$20 supplies & instructional support and \$30 equipment repair & replacement	per credit up to 18 credits	\$ 50.00	\$ 50.00
BAS-Applied Mgmt & Entrepreneur Program Fee	210000200800	\$7 supplies & instructional support and \$3 program specific software	per credit up to 18 credits	\$ 10.00	\$ 10.00
BAS-Sustainable Ag Program Fee	210000200210	\$10 supplies & instructional support and \$10 equipment & replacement	per credit up to 18 credits	\$ 20.00	\$ 20.00
Bus Endorsemnt Lab Fee	210000200530	Business endorsement test fee and fee to cover increased costs of materials, fuel & equipment	per quarter	\$ 200.00	\$ 200.00
Business Management Program Fee	210000200030	Program specific fees to cover supplies and instructional support	per credit up to 18 credits	\$ 0.50	\$ 0.50
Business Management Program Fee	210000200380	Program specific fees to cover supplies & instructional support	per credit up to 18 credits	\$ 0.50	\$ 0.50
Carpentry Program Fee	210000200340	\$3 supplies & instructional support and \$5 equipment repair & replacement	per credit up to 18 credits	\$ 8.00	\$ 8.00
Collision Repair Program Fee	210000200430	\$14 supplies & instructional support and \$13 equipment repair & replacement	per credit up to 18 credits	\$ 27.00	\$ 27.00
Comprehensive Fee	200000005050	Covers graduation, ID cards, initial application & other student-focused costs	\$4.40 per credit; \$44 cap	\$ 44.00	\$ 44.00
Computer Science Program Fee	210000200040	\$6 supplies & instructional support and \$4 equipment repair & replacement	per credit up to 18 credits	\$ 10.00	\$ 10.00
Computer Science Program Fee	210000373675	\$6 supplies & instructional support and \$4 equipment repair & replacement	per credit up to 18 credits	\$ 10.00	\$ 10.00
Cosmetology Program Fee	210000200440	\$22 supplies & instructional support and \$3 equipment repair & replacement	per credit up to 18 credits	\$ 25.00	\$ 25.00
Credit For Prior Learning/Certification	210000200250	Giving college credit for prior learning/certification	per credit	\$ 10.00	\$ 10.00
Criminal Justice Program Fee	210000200300	Fee for supplies and equipment	per credit up to 18 credits	\$ 5.00	\$ 5.00
Culinary Arts Program Fee	210000042175	\$35 supplies & instructional support and \$10 equipment repair & replacement	per credit up to 18 credits	\$ 45.00	\$ 45.00

**PROPOSED  
STUDENT FEE SCHEDULE  
2023-2024**

**BOARD APPROVED FEES**

GENERAL LOCAL FUND 148		Fee Description	Basis for Calculation of Fee	2022-2023 FEES	2023-2024 PROPOSED FEES
Diesel Tech Program Fee	210000200450	\$12 supplies & instructional support and \$10 equipment repair & replacement	per credit up to 18 credits	\$ 37.00	\$ 37.00
Elearn Web-Enhanc Fee	200000200020	eLearning fee code, web-enhanced tech fee	per course, no cap	\$ 25.00	\$ 25.00
eLearning Fee	200000005050	To convert to hybrid or blended courses-will attach to Comprehensive Fee for implementation	\$0.50 per credit; \$5 cap	\$ 5.00	\$ 5.00
Energy Systems Technology Program Fee	210000200460	\$20 supplies & instructional support and \$20 equipment repair & replacement	per credit up to 18 credits	\$ 40.00	\$ 40.00
Energy Systems Technology Program Fee	220000200460	\$20 supplies & instructional support and \$20 equipment repair & replacement	per credit up to 18 credits	\$ 40.00	\$ 40.00
Engineering Technology Program Fee	210000200060	\$30 supplies & instructional support and \$10 equipment repair & replacement	per credit up to 18 credits	\$ 20.00	\$ 20.00
Enology & Viticulture Program Fee	210000200480	\$33 supplies & instructional support and \$12 equipment repair & replacement	per credit up to 18 credits	\$ 45.00	\$ 45.00
Fully Online Course Fee	200000200000	eLearning fee code, fully on-line tech fee	per course, no cap	\$ 25.00	\$ 25.00
HSS Program Fee	210000200110	Fee for materials and instructional support	per credit up to 18 credits	\$ 5.00	\$ 5.00
Hybrid Online Course Fee	200000200010	eLearning fee code, hybrid tech fee	per course, no cap	\$ 25.00	\$ 25.00
Interest Inventory Assessment Test	TBD	Fee for Non-WWCC students who want to take an inventory assessment test	upon request	\$ 25.00	\$ 25.00
Int'l Application Fee	290000000040	Covers cost of shipping application materials internationally	per each	\$ 50.00	\$ 50.00
Int'l Housing Placement Fee	TBD	Covers costs associated with placement of	per each	\$ 150.00	\$ 150.00
John Deere Program Fee	210000200390	\$5 supplies & instructional support and \$5 equipment repair & replacement	per credit up to 18 credits	\$ 10.00	\$ 10.00
Liability Insurance	210000281185	Nursing Liability insurance	per quarter	\$ 18.75	\$ 19.00
Medical Asst Supplies	210000200130	Program specific supplies	per class	-	\$ 142.00
Mental Health First Aid Fee	210000200680	Fee to cover materials associated class	per credit up to 18 credits	\$ 30.00	\$ 30.00
Nursing and Allied Health Background Checks	210000200400	Background Check Fee	per each	\$ 37.00	\$ 37.00
Nursing Asst Supplies	210000200070	Fee to cover supplies and miscellaneous equipment	per class	\$ 50.00	\$ 50.00
Nursing Program Fee, Year 1 (Fall Only)	210000200500	Year 1 program fee to cover ATI testing fees and nursing computer lab replacement (\$12 of fee per quarter)	per quarter	\$ 210.00	\$ 247.50
Nursing Program Fee, Year 1 (Winter & Spring Only)	210000200540	Year 1 program fee to cover ATI testing fees and nursing computer lab replacement \$10 of fee per quarter)	per quarter	\$ 177.00	\$ 177.00
Nursing Program Fee, Year 2	210000200550	Year 2 program fee to cover ATI testing fees and nursing computer lab replacement (\$10 of fee per quarter)	per quarter	\$ 165.00	\$ 200.00
Nursing Skills Practice Supply	210000200520	Used for equipment costs	per class	\$ 160.00	\$ 160.00
Parking Fine/Violation	349999200000	Parking Fines	per occurrence / max \$200	\$ 10.00	\$ 10.00
PE Supplies & Equip. Fee	210000200310	Fee charged to help replace PE equipment or supplies, charged on several fitness classes	per course	\$ 13.50	\$ 13.50
Phlebotomy Or Emt Supplies	210000200160	Fee to cover supplies and miscellaneous equipment in Phlebotomy or EMT classes	per class	\$ 75.00	\$ 75.00



**PROPOSED  
STUDENT FEE SCHEDULE  
2023-2024**

**BOARD APPROVED FEES**

GENERAL LOCAL FUND 148		Fee Description	Basis for Calculation of Fee	2022-2023 FEES	2023-2024 PROPOSED FEES
Placement Retake Fee	300000200090	Fee to recover the cost of retaking a placement test	upon request	\$ 10.00	\$ 10.00
Precision Machine Course Designated "Pmt" Fee	TBD	Program specific fees to cover supplies and instructional support	per credit up to 18 credits	\$ 45.00	\$ 45.00
Re-Enrollment Fee	210000200630	Charged if a student is dropped for non-payment and wants to re-enroll	ReEnroll	\$ 50.00	\$ 50.00
Science Lab Fee - 2 Hr	210000200510	Lab Fee assessed to students in science classes to cover supplies & instructional support	per course	\$ 55.00	\$ 65.00
Science Lab Fee-Clk	210000200360	Lab Fee assessed to students in science classes to cover supplies & instructional support	per course	\$ 55.00	\$ 55.00
Test Of Essential Academic Skills	200-RT	Fee applies to each TEAS test as WWCC becomes an official testing site - WW & Clarkston	per each	\$ 25.00	\$ 25.00
Testing Fee Non WWCC Student	200-ZF	Fee for Non-WWCC students taking tests	upon request	\$ 25.00	\$ 25.00
Transcript Fee-Regular/On Demand	200-F4 300000173525	Fee for cost of providing an official transcript, regular process	upon request	\$ 10.00	\$ 10.00
Transcript Fee-Regular/On Demand	300000173525	Fee for cost of providing an official transcript, on demand	upon request	\$ 15.00	\$ 15.00
Truck Driving Lab Fee	210000200710	Fee helps to offset increased costs of materials, fuel and equipment maintenance (includes \$60 testing fee)	per quarter	\$ 3,500.00	\$ 3,500.00
Truck Driving Lab-Short Course	210000200720	Fee helps to offset increased costs of materials, fuel and equipment maintenance (includes \$60 testing fee)	per quarter	\$ 950.00	\$ 950.00
Turf Mgmt Program Fee	210000200350	\$1 supplies & instructional support and \$9 equipment repair & replacement	per credit up to 18 credits	\$ 2.00	\$ 2.00
WABO Test-Nonstudent Full Retest	200-QY	Fee to cover cost of re-taking full test	per each	\$ 100.00	\$ 100.00
WABO Test-Nonstudent Partial Retest	200-QZ	Fee to cover cost of re-taking partial test	per each	\$ 80.00	\$ 80.00
WABO Test-Nonstudent Retest	200-QX	Fee to cover cost of taking test	per each	\$ 200.00	\$ 200.00
WABO Test-Student Partial Retest	210000200740	Fee to cover cost of re-taking partial test	per each	\$ 50.00	\$ 50.00
WABO Test-Student Retest	210000200770	Fee to cover cost of re-taking test	per each	\$ 50.00	\$ 50.00
Water/Irrig Mgmt Program Fee	210000200490	\$5 supplies & instructional support and \$10 equipment repair & replacement	per credit up to 18 credits	\$ 15.00	\$ 15.00
Welding Aluminum Lab Fee	210000200320	\$25 supplies and \$25 equipment repair & replacement to cover costs related to aluminum welding class	per credit up to 18 credits	\$ 45.00	\$ 50.00
Welding Program Fee	210000200320	\$22.50 supplies & instructional support and \$22.50 equipment repair & replacement	per credit up to 18 credits	\$ 45.00	\$ 45.00
Welding Program Fee	210000200470	\$22.50 supplies & instructional support and \$22.50 equipment repair & replacement	per credit up to 18 credits	\$ 45.00	\$ 45.00
Welding Stainless Steel Program Fee - Walla Walla	NEW	\$25 supplies & instructional support and \$25 equipment repair & replacement	per credit up to 18 credits		\$ 50.00



**Office of the President**  
**Walla Walla Community College**  
 500 Tausick Way  
 Walla Walla, WA 99362-9267  
 Phone: (509) 527-4274  
 Fax: (509) 527-4249

## MEMORANDUM

**TO:** Board of Trustees

**DATE:** May 18, 2023

**FROM:** Chad E. Hickox, President

**RE:** Fiscal Year 2023-24 College Operating Budget

The 2023-2024 Walla Walla Community College (WWCC) operating budget was developed in accordance with the College's strategic plan and reflects priorities established by the Board of Trustees and the College's leadership team, who sought input from a variety of sources including budget managers, Division Chairs and other faculty, as well as key staff from across the organization. This year marks the first time in recent history when the Budget Council was convened and took an active role in developing the draft budget. Composed of representative Classified staff, Faculty, and Administrative Exempt employees, the Budget Council discussed budget assumptions, proposed changes to past practices, and reviewed information prior to presentation to ELT and the Board of Trustees.

The College as a whole is to be commended for its contributions to the development of this budget, first as part of the comprehensive and inclusive zero-based budgeting approach that was initiated in February of 2020, and more recently through participation in the nascent participatory governance structure. Ultimately, the success of the college at edging closer to a sustainable budget in the near future is a result of concerted effort to spend wisely, staff strategically, and stay focused on our core mission. Through position control measures intended to keep payroll costs in check, a new strategic enrollment management plan that complements and expands measures already in effect, aggressive outreach, recruiting, community engagement activities, and multiple other initiatives, the College is actively adapting to circumstances to ensure that it will continue to meet the needs of the communities we serve.

There is no question that challenges created by the COVID-19 pandemic continue to significantly affect the College's financial situation with regard to planning for FY 24. Enrollment remains low, the need for additional resources to support the mental health and well-being of students remains high, and compliance requirements, including legislative reporting, continue to increase. Inflationary impacts, especially with regard to utility costs, continue to present a challenging fiscal environment for FY 24 and the future.

It is noteworthy that WWCC is positioning itself for future growth by making a number of important investments in personnel and infrastructure, which are made possible in large part by the federal COVID-19 relief funds that are available to WWCC in the form of lost-revenue reimbursement. These investments will provide various opportunities for enrollment growth, increased rates of retention, and higher success rates for students. These investments promise to translate directly into increased revenue over the next one to five years, although the precise trajectory of enrollment over that time is still the subject of intense exploration and analysis. This budget as presented today, May 24, 2023, represents the first reading before the board.

In approving the budget, the Board of Trustees authorizes:

- the College President to proceed with the execution of the plan;
- the College President to transfer funds within the General Fund, or from local and other funds, to eliminate any cash deficit as required by RCW 43.88.260, to provide working capital, and to support approved projects and activities;
- the tuition and fee schedule as established by law, by the State Board for Community and Technical Colleges, as implemented by the College President, and as published in the College's catalog and public website;
- the College President to accept allocation amendments from the State Board for Community and Technical Colleges, to accept such grants and contracts as may be acquired during the budget period, and to report on such changes, as needed, to the Board of Trustees;
- the addition of staff and faculty positions necessary to carry out the College's programs, as well the College's annual work plan and current strategic plan, all in accordance with established College hiring protocols; and
- the College President to determine the fee schedule for contract courses and programs.

I would like to recognize the hard work and dedication of many staff and faculty over the past several months to develop the budget as presented to the Board. The pandemic aftermath has stretched everyone's resources thin, and the convergence of pandemic-related difficulties as well as adjusting to the new operating environment that resulted from the implementation of ctcLink/WarriorLink, have made this budget cycle particularly challenging. Nevertheless, I am proud of the work reflected in this document, and I believe that it represents a very thoughtful, reasonable, and strategic approach to the College's financial planning for FY 24. I commend, congratulate, and thank the myriad contributors to this budget, and look forward to the bright future awaiting WWCC.

Thank you, Trustees, for your dedication to our mission and your support of our students and staff.



# BUDGET

## FISCAL YEAR 2023 - 2024

Proposed to the Board of Trustees

May 24, 2023

**Submitted by:**  
**Dr. Chad E. Hickox, President**

**BOARD OF TRUSTEES**

Michelle Liberty, Chair  
Tara Leer, Vice Chair  
Tim Burt  
Sergio Hernandez  
Bill Warren

# WWCC 2023-2024 Strategic Priorities and Goals

As we present the budget and prepare the College for the upcoming year, we reaffirm WWCC's vision, mission, and commitment to student success. The current strategic plan, developed collaboratively during the 2020-2021 academic year, provided us with strategic priorities and guidance throughout the budgeting process. The plan carries forward the priorities previously identified by the Board of Trustees to establish institutional stability in the short-term while preparing us for long-term sustainability. As the new strategic plan is being developed for adoption in Fall 2023, we expect a high degree of continuity in terms of our core mission and priorities.

## **Vision Statement**

Walla Walla Community College will be the catalyst that transforms our students' lives and the communities we serve.

## **Mission Statement**

Walla Walla Community College inspires all students to discover their potential and achieve their goals by providing relevant, equitable, and innovative learning opportunities and services.

## **Strategic Goals 2021-2023**

The strategic goals listed below are identified in the institutional strategic plan that was adopted in 2021.

- WWCC will provide high-quality pathways for education and training for all students to meet the needs of our communities.
- WWCC will be a fiscally sustainable organization.
- WWCC will be welcoming, inclusive, supportive of, and responsive to all communities we serve.

The budget here presented builds on success in meeting these priorities and carries them forward into 2023-2024, with special emphasis on enrollment (recruitment and retention), which includes a focus on equity, diversity, and inclusion, financial sustainability, and the professional development of college employees. Resources are being deployed and capacity is being built across the college and its operations, to include support of student success, increased marketing and outreach, enhanced fundraising capacity, improved cybersecurity, and compliance with regulatory requirements.

## Budget Overview

The State Board of Community and Technical Colleges (SBCTC) has provided the College with a projected allocation for 2023-2024 which is still in draft status and subject to further adjustments before being finalized. While it is possible that there may be changes in the initial state allocation between now and when it is released, no major adjustments are expected at this time.

The operating budget will access funding from the Higher Education Emergency Relief Fund (HEERF) II, Coronavirus Response and Relief Supplemental Appropriations Act (CRSSAA) and/or Higher Education Emergency Relief Fund III, American Rescue Plan Act (ARPA) for lost revenue

and other eligible losses. I am pleased to report that reliance on lost-revenue funding is reduced from that of FY 2022-2023, which is a trend that is expected to continue as management controls and strategic adjustments bring us closer to a sustainable budget within one to two years.

Reserves will also be accessed to support one-time expenditures in the upcoming year.

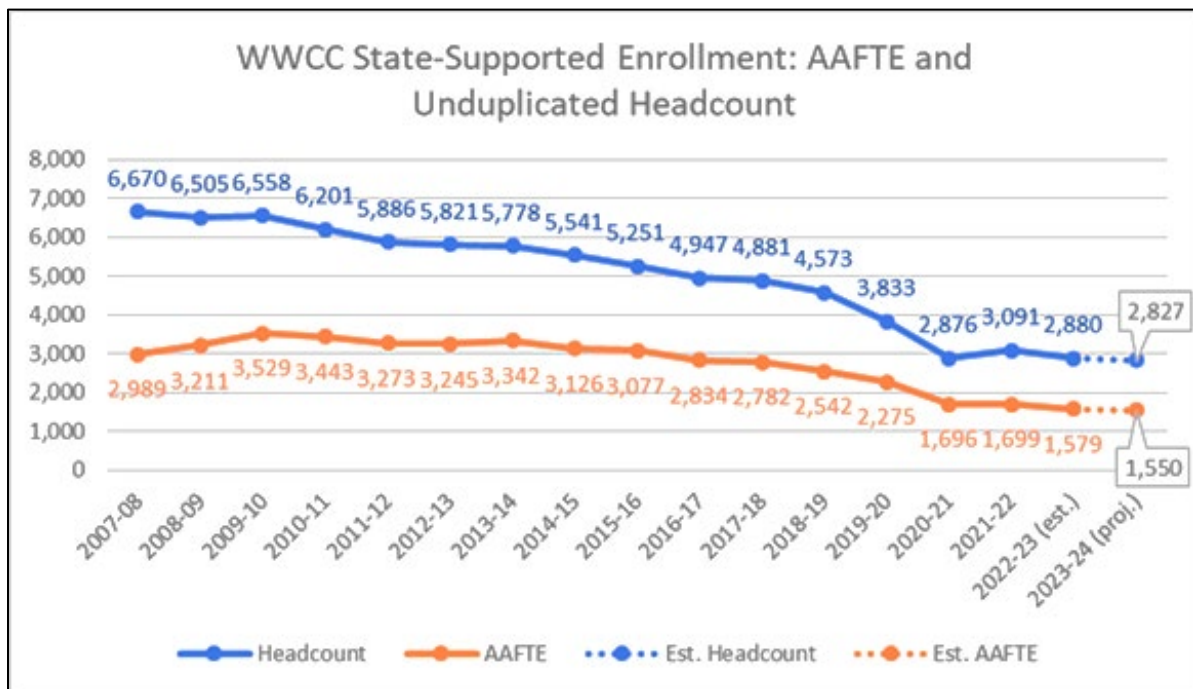
## Enrollment

Looking toward next year, we have tempered our expectations and have a greater appreciation for uncertainty and imperfect information, two hallmarks of environments that are unstable and rapidly changing. Our enrollment outlook accounts for a slight decrease of about 2% in AAFTE. While we have budgeted conservatively with that enrollment projection that continues a slight downward trajectory, we believe that our actual enrollment will move modestly into positive territory over the coming year. This cautious optimism is informed by various factors. The first is the impact of the “lost cohort” of fall 2020 is diminishing with incoming fall cohorts increasing significantly over historical averages. Second, WWCC’s retention rate remains strong relative to the CTC system, which reflects the good- and on-going work by our faculty and staff, and also our students’ commitment to persevere. Recruitment and outreach staff have been seasoned as a team, with very promising effects. Their work will be supported by meaningful strategic enrollment management work that has been done through the Strategic Enrollment Leadership Council. Staff have been engaged in on- and off-campus events that positively influence new student enrollment. Lastly, the reinvigoration of existing programs, the reinstitution of previously shuttered programs (such as CDL), and the development of new programs over the coming year are all expected to generate additional interest in enrolling at WWCC.

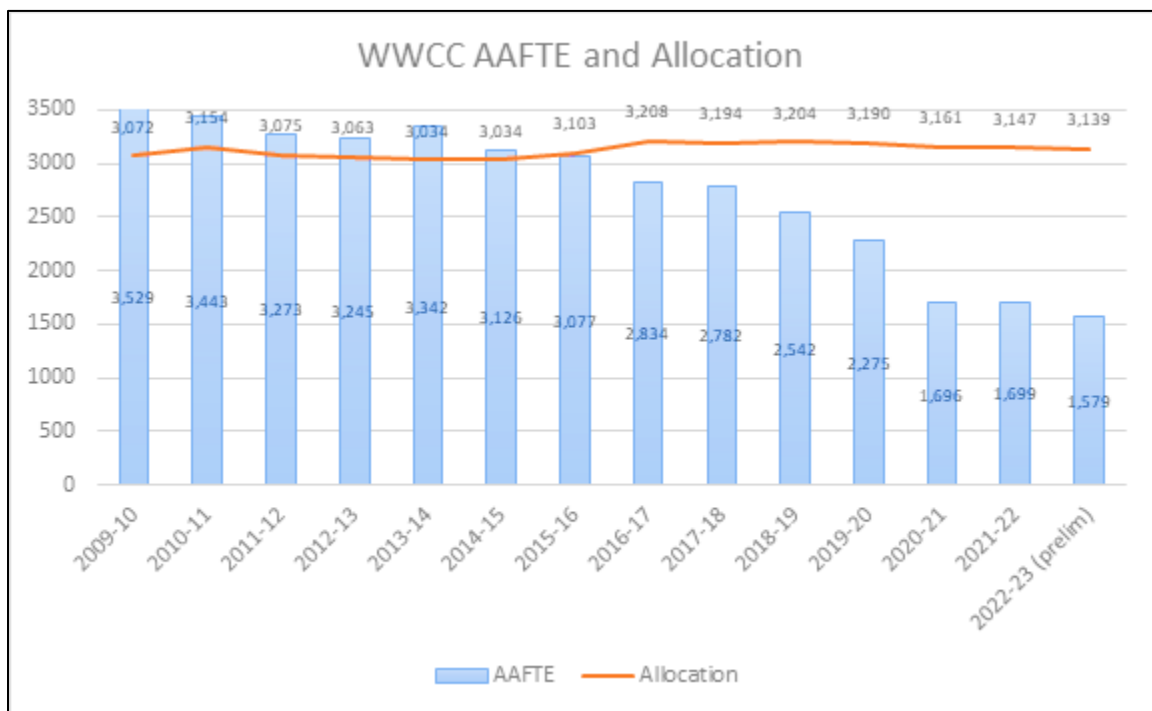
The chart below presents a time-series of state supported enrollment by annualized average full-time equivalent (AAFTE) and unduplicated headcount at WWCC. The chart includes recorded enrollment, present year estimates, and projections for the upcoming fiscal year, 2024. AAFTE is calculated by adding quarterly FTE (summer, fall, winter, and spring) and dividing the sum by three.

Enrollment at WWCC had been in continuous, compounding decline for about a decade, notwithstanding 2021-2022, when state supported enrollment ended positive year over year. The COVID-19 pandemic increased the momentum of the downward trend with a precipitous drop of approximately 25% from 2020 to 2021.

Based on the data analysis conducted by the Department of Institutional Research and Effectiveness and subsequent discussions with the Strategic Enrollment Leadership Council as well as members of the Instructional Leadership Council, the AAFTE projection for the upcoming fiscal year is 1,550 FTE.



The chart below illustrates the relationship between WWCC's annual enrollment and the level of funding the college is allocated from the State Board for Community and Technical Colleges (SBCTC). The data shows that from 2011 through 2015, enrollment exceeded state support. Beginning in 2016-2017, WWCC's enrollment declined in relation to its state budget allocation. That pattern steadily continued through the present year.





What does this mean? And why should we be concerned?

In our community and technical college system, if colleges consistently fail to meet their state budget allocation they risk losing a share of that funding. The level of reduction could be equivalent to the difference between the reported enrollment and the budget allocation, and that residual would be redistributed to other colleges in the system. In this scenario, a college would be deemed "under enrolled and over funded" and budget dollars would be redistributed to those colleges whose enrollment exceeds their funding level. This process of reassigning state FTEs from low-enrolled to higher-enrolled colleges is referred to as "re-basing."

Due to system-wide and sustained enrollment decline over the past several years, re-basing has yet to occur. The pandemic has also negatively impacted state-supported enrollment across the system. However, as the distance widens between WWCC's reported enrollment and its state funding allocation, we need to be vigilant and anticipate re-basing to occur.

## Budget Assumptions

The operating plan includes the following information and assumptions, which are represented in the College's FY 2023-2024 operating budget.

### **State Allocation**

The total draft State Allocation of \$25,241,012 for FY 2024 reflects a \$2,688,008 or 11.9% increase over prior year.

District Enrollment Allocation Base (DEAB), Student Achievement Initiative (SAI), Weighted/Priority Enrollment, and Minimum Operating Allocation (MOA) increased over the previous year's allocation by \$1,236,921 or 9.8%.

Provisos and earmarks are distributed by SBCTC through the allocation model - including support for Guided Pathways, High Demand Program Faculty, Nurse Educator salaries and Worker Retraining - along with compensation-related items that are mandated (i.e. COLA and benefit rates). The College had an overall net increase in provisos and earmarks of \$1,451,087 or 17.0%.

### **Compensation**

The operating plan includes 100% funding for FY 2024 COLAs. The FY 2024 COLA increases will be 8.9% for faculty and 4.0% for classified and exempt staff.

Compensation earmarks related to wages, health benefits, and state pension rates increased overall by approximately \$716,696. This is the result of FY 2024 COLAs, a \$15 per employee per month increase in health benefit costs, and 8.5% and 34.17% decreases in DRS and TRS rates, respectively.

Additional compensation-related items include reallocation of \$465,441 for high demand faculty stipends and \$1,233,190 for nurse educator salaries, which are expected to be fully funded and have been included. These items are considered pass-through amounts.

**Operating Fee (Tuition)**

Tuition rates at community and technical colleges are budgeted to increase by 3.0% as outlined in legislation. Enrollment is projected to decrease by approximately 2.0%. A forecast of \$6,180,000 is assumed based on an analysis of actual tuition collected coupled with the rate increase and projected enrollment decrease.

**Local Funding Sources**

Focused growth areas continue to be critical as we rely more heavily on local funding sources to support the College's operating budget. Locally generated revenue of \$5,983,000 will be leveraged for fiscal year 2023-2024.

Running Start is expected to generate \$1,700,000 based on FY 2023 results along with rate increases.

The Alternative Education Program was replaced by the Open Doors program to maintain the relationship between the College and Walla Walla Public Schools (WWPS). The program requires that all referrals come through the school district and as a result, the college is getting fewer referrals. While FY 2022 showed a steep revenue decline, FY 2023 results are expected to be over three times higher than FY 2022. The budgeted revenue of \$150,000 is based on anticipated results in FY 2023.

Other Local Revenue includes amounts the College receives for fees charged to students along with revenue associated with the lease of college facilities, interest on investments, and other miscellaneous revenue. This has been under-estimated in previous budgets. For the FY 2024 budget planning cycle, each component of this funding line was forecast independently. Consequently, this revenue line has been increased by \$634,250 for FY 2024 – from \$365,750 in the FY 2023 budget to \$1,000,000 in FY 2024. This increase is due to higher interest on investments, increased surplus equipment sales, and other factors.

Indirect revenue for grants and contracts is the amount the College can charge to manage these programs. An assumption of \$1,000,000 in indirect revenue related to Corrections Education, other contracts, and federal funding is included in the operating revenue and used to offset baseline costs.

Program/Course fees are amounts collected from students for program specific uses such as instructional techs, lab consumables, and program equipment replacement. These fees must be used for the intended purpose.

Federal COVID-19 relief funding (HEERF, CRSSAA, ARPA) drawn to replace revenue lost during the pandemic will facilitate a balanced budget with a revenue assumption of \$1,000,000.

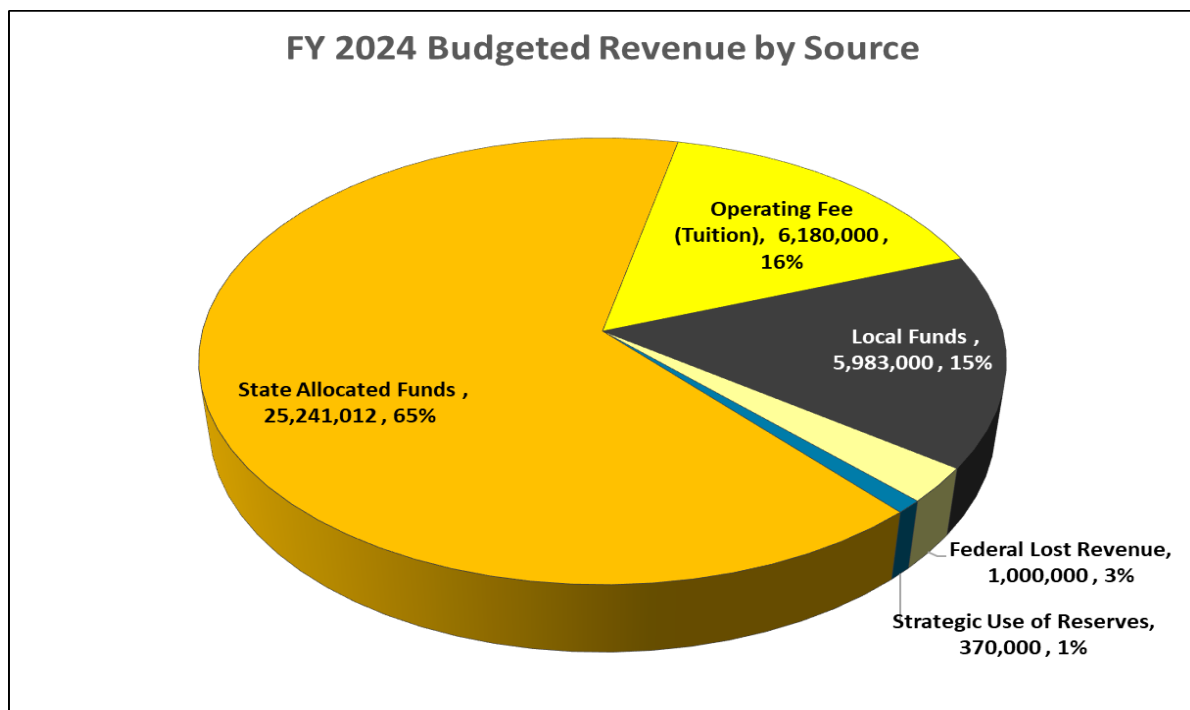
With the ongoing work to stabilize following last year's ctcLink implementation, we will continue to use reserves to fund the two business systems analysts and other continuing costs of getting the new system optimized to support the College's business needs. Reserve funding for this purpose is estimated to be \$300,000.

Additional reserves of \$70,000 will be accessed to support one-time costs.

**Walla Walla Community College  
2023-2024 Operating Budget  
Revenues**

Revenue Sources	FY 2023 Budget	FY 2024 Proposed Budget	Variance Incr/(Decr)	% Δ	Notes
<b>State Allocation (Draft)</b>					
District Enrollment Allocation Base (DEAB)	8,961,322	9,838,208	876,886	10%	1
Student Achievement Initiative	1,342,192	1,544,904	202,712	15%	2
High Demand (Weighted) FTEs	855,588	1,012,911	157,323	18%	3
Minimum Operating Allowance (MOA)	2,850,000	2,850,000	-	0%	4
Provisos and Earmarks	8,543,902	9,994,989	1,451,087	17%	5
<b>State Allocated Funds</b>	<b>22,553,004</b>	<b>25,241,012</b>	<b>2,688,008</b>	<b>12%</b>	
<b>Local Funds</b>					
Operating Fee (Tuition)	6,250,000	6,180,000	(70,000)	-1%	
Running Start Support	1,700,000	1,700,000	-	0%	
Program/Course Fees	1,328,000	1,328,000	-	0%	
Indirect - Grants & Contracts	964,000	1,000,000	36,000	4%	
Other Local Revenue	365,750	1,000,000	634,250	173%	
Self-Support and Resale Programs	410,000	410,000	-	0%	
Student Wrap Around Support (Foundation)	250,000	250,000	-	0%	
MacKenzie Scott Funds	-	145,000		0%	
Open Doors (Alternative Education Program)	42,000	150,000	108,000	257%	
<b>Local Funds</b>	<b>11,309,750</b>	<b>12,163,000</b>	<b>708,250</b>	<b>6%</b>	
Federal Lost Revenue	1,500,000	1,000,000	(500,000)	-33%	
Strategic Use of Reserves	585,000	370,000	(215,000)	-37%	
Reserves - ctcLink	525,000	-	(525,000)	-100%	
<b>Total</b>	<b>34,972,754</b>	<b>38,774,012</b>	<b>2,656,258</b>	<b>8%</b>	

Notes: Please see accompanying notes for definitions of terminology used

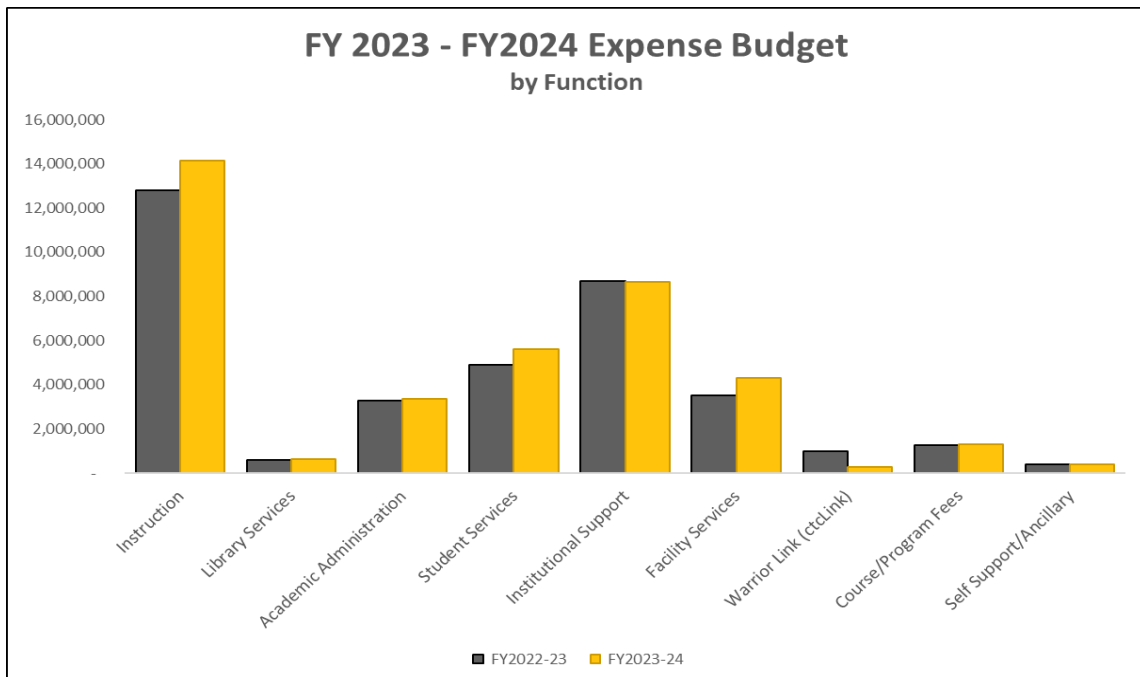


**Walla Walla Community College**  
**2023-2024 Operating Budget**  
**Expenditures by Function and Category**

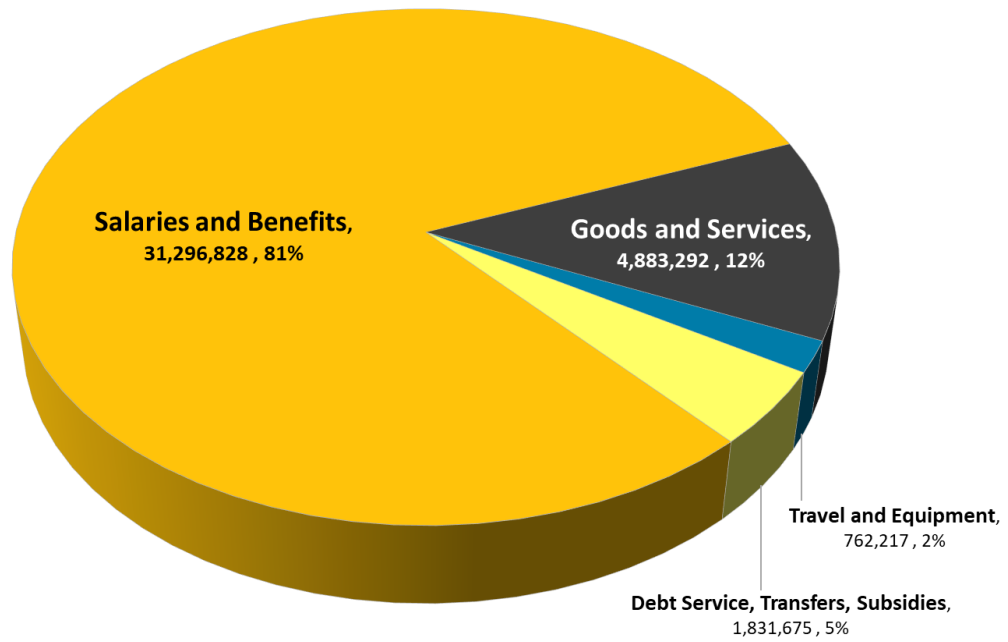
<b>By Function</b>	<b>FY2022-23</b>	<b>FY2023-24</b>	<b>Variance Incr/(Decr)</b>	<b>%</b>	<b>Notes</b>
Instruction	12,790,294	14,161,180	1,804,937	15%	6
Library Services	612,554	644,679	28,604	5%	
Academic Administration	3,282,889	3,352,025	282,860	9%	7
Student Services	4,898,782	5,610,573	1,180,984	27%	8
Institutional Support	8,709,485	8,671,889	1,635,383	23%	9
Facility Services	3,531,714	4,295,667	860,121	25%	
Warrior Link (ctcLink)	975,000	300,000	(966,581)	-76%	
Course/Program Fees	1,278,882	1,328,000	(0)	0%	
Self Support/Ancillary	393,154	410,000	266,487	186%	
	<b>36,472,754</b>	<b>38,774,012</b>	<b>5,092,794</b>	<b>15%</b>	

<b>By Category</b>	<b>FY2022-23</b>	<b>FY2023-24</b>	<b>Variance Incr/(Decr)</b>	<b>%</b>	<b>Notes</b>
Salaries and Benefits	28,971,423	31,296,828	4,393,407	16%	
Contracted Services	312,687	224,481	179,461	399%	
Goods and Services	4,630,341	4,658,811	208,739	5%	
Travel	90,436	153,016	43,921	40%	
Equipment	606,219	609,201	60,460	11%	
Subsidies	1,202,314	1,209,774	276,091	30%	10
Debt Service	330,300	324,050	(12,600)	-4%	
Transfers	329,036	297,851	(56,685)	-16%	
	<b>36,472,756</b>	<b>38,774,012</b>	<b>5,092,794</b>	<b>15%</b>	

Notes: Please see accompanying notes for definitions of terminology used



### FY 2024 Expense Budget by Category



# 2023-2024 Grants, Contracts and Fiscal Agent Agreements

The 2023-2024 Grants, Contract and Fiscal Agent Agreements list presents FY 2024 anticipated award information. The information is provided by SBCTC planning numbers, documents, federal award grant documents and proposals, and by program managers. Estimated Total Grants, Contracts and Fiscal Agent Agreements for FY 2024 of \$14,867,323 are \$270,221 or 1.9% greater than prior year. Items of note this year are:

- There has been a notable increase in the Corrections Ed grants. The WSP / SBCTC grant increased \$413,913 and the CRCC / SBCTC grant increased by \$282,673.
- The Worker Retraining Program / SBCTC decreased \$10,250. The bulk of Worker Retraining award funds pay for Workforce Ed programs faculty salary and benefits. Any significant decrease in the Worker Retraining Program award amount results in a potential increase to the baseline budget for faculty salary and benefits.
- Perkins (Plan) III / SBCTC increased by \$117,798.
- WorkFirst Integrated Block Grant / SBCTC increased by \$27,377.
- A new SBCTC allocation (\$148,138) for Truck/School Bus driving education was received mid-2023 and will increase by \$131,986 in FY 2024.
- An application has been submitted for a Hospital Employee Education & Training Program (HEET) in the amount of \$249,899.
- Supporting College Students Experiencing Homelessness Grant / SBCTC; Anticipated award amount \$102,919. WWCC has received this award the past 4 years, and has been included in the draft allocation for FY 2024.
- Student Emergency Assistance Grant /SBCTC; Anticipated award amount \$100,000. WWCC has received this award the past 4 years, and has been included in the draft allocation for FY 2024.
- Job Skills Grant / SBCTC; decrease of \$56,336. The Job Skills Grant was a two-year grant that ended in FY 2023 and has been reapplied for. The training program requires a business partner that matches funds. WWCC's current business partner is Tyson.
- High Demand Enrollments funding has come to an end, a loss of \$164,500 from FY 2023. The College is still receiving a High Demand Faculty allocation.
- Running Start ESSER Funds program will end after summer quarter, a loss of \$700,000.

The following chart represents a comprehensive list of all grants and contracts along with fiscal agent agreements.

## 2023-2024 GRANTS, CONTRACTS AND FISCAL AGENT AGREEMENTS

	Grants and Contracts	ACCOUNT CODE w/ NEW CTCLINK DEPT			Project Manager/ Supervisor	Term	FY 21-22 Grant Award	FY 22-23 Grant Award	FY 23-24 Grant Award	Increase/ Decrease
1	WSP Educational Program / SBCTC	145	17X	372XX	Kammers	07/01/23-06/30/24	3,919,228	3,895,503	4,309,416	413,913
2	CRCC Educational Program / SBCTC	145	17X	371XX	Kammers	07/01/23-06/30/24	3,149,739	3,126,217	3,408,890	282,673
3	Worker Retraining Program / SBCTC	001	123	3XXXXX 4XXXXX	Anhorn	07/01/23-06/30/24	1,766,323	1,725,323	1,715,073	(10,250)
4	Perkins (Plan) III - Federal Vocational / SBCTC	145	1XX	45004/5	Doyle	07/01/23-06/30/24	434,000	445,085	562,883	117,798
5	Opportunity Grant Allocation / SBCTC	001	061	101_20208	Erikson	07/01/23-06/30/24	461,412	461,412	461,412	0
6	Title III - Bringing Student Success to Scale (Year 4)	145	1XX	2050x	Slepin	10/01/23-09/30/24	450,000	450,000	450,000	0
7	Title IV - Student Support Services (TRiO) (Year 3)	145	161	21400	Conrad Goff	09/01/23-08/31/24	436,920	436,920	436,920	0
8	Basic Food, Employment and Training / SBCTC	146	161	43001/4301C	Erikson	10/01/23-09/30/24	380,000	436,744	436,744	0
9	Water & Environmental Center	145	183	32805	Stockdale	07/01/23-06/30/24	363,750	363,750	363,750	0
10	WorkFirst Integrated Block Grant / SBCTC	145	1XX	4401X	Erikson	07/01/23-06/30/24	230,429	280,812	308,189	27,377
11	Truck/School bus Driver Training	001	012	33107	Anhorn	07/01/23-06/30/24	0	148,138	280,124	131,986
12	Hospital Employee Education & Training Program (HEET)	145	xxx	xxxxxx	TBD	TBD	0	0	249,899	249,899
13	Agriculture & Natural Resource Center of Excellence / SBCTC	001	043	101_42000	Williams	07/01/23-06/30/24	204,157	204,157	212,323	8,166
14	Early Achievers Opportunity Grant / SBCTC	145	161	32506	Reiff	07/01/23-06/30/24	99,600	119,900	131,386	11,486
15	Child Care Access Means Parents In School (CCAMPIS)	145	161	21007	Erikson	10/01/23-09/30/24	0	128,000	128,000	0
16	Adult Basic Education / SBCTC	145	118	35103	Pearson	07/01/23-06/30/24	153,104	137,794	124,015	(13,779)
17	Student Emergency Opportunty Grant	846	271	81024	Perezalez	04/01/23-03/30/24	121,129	108,034	112,153	4,119
18	Supporting College Student Experiencing Homelessness / SBCTC	001	061	101_20206	Erikson	07/01/23-06/30/24	80,000	102,919	102,919	0
19	Student Emergency Assistance Grant / SBCTC	001	061	101_20209	Erikson	07/01/23-06/30/24	100,000	100,000	100,000	0
20	Federal Work Study	850	273	81010	Perezalez	07/01/23-06/30/24	103,871	87,262	88,876	1,614
21	Perkins Corrections Grant / SBCTC	145	112	45006/7	Kammers	07/01/23-06/30/24	58,449	66,960	65,663	(1,297)
22	Job Skills Grant / SBCTC	145	112	33500	Stockdale	07/01/22-06/30/24	95,000	112,670	56,334	(56,336)
23	State Work Study	850	273	81026	Kimball	07/01/23-06/30/24	54,201	54,201	54,201	0
24	Perkins Leadership Block Grant / SBCTC	145	1XX	45001/2/3	Doyle	07/01/23-06/30/24	25,400	20,400	30,000	9,600
25	IELCE / SBCTC	145	118	35114	Doyle	07/01/23-06/30/24	34,002	30,602	27,542	(3,060)
26	Open Doors Program / CRCC	146	111	37112	Kammers	09/01/23-08/31/24	35,000	20,000	20,000	0
27	Parent Co-ops	146	112	32509	Reiff	07/01/23-06/30/24	15,000	15,000	15,000	0
28	ABE Leadership Block Grant / SBCTC	145	14X	35102	Doyle	07/01/23-06/30/24	6,016	6,016	7,363	1,347
29	EMS Trauma Training	146	112	34302	Graham/Can	07/01/23-06/30/24	7,000	7,000	5,000	(2,000)
30	Perkins Special Projects / SBCTC	145	162	45008/9	Doyle	07/01/23-06/30/24	4,500	4,500	4,500	0
31	Sunshine Lady Foundation	146	111	37118	Kammers	07/01/23-06/30/24	43,000	43,000	4,465	(38,535)
32	High Demand Enrollments	001	012	101_40000	Anhorn	07/01/23-06/30/24	66,000	164,500	0	(164,500)
33	Running Start ESSER Funds Program	145	165	62001	Stanley	07/01/23-06/30/24	0	700,000	0	(700,000)
34	Workforce Development Fund / SBCTC	001	012	101_33001	Anhorn	07/01/23-06/30/24	40,000	0	0	0
35	CARES III / ARP (for Institution)	145	183	CRI_66002_66003	Lauerman	TBD	4,145,668	0	0	0
36	WorkFirst Student Support Grant	145	161	44500	Erikson	07/01/21-06/30/22	7,250	0	0	0
37	Professional-Technical Restart Grant	145	112	33301	Anhorn	07/01/21-06/30/22	138,411	0	0	0
38	National Science Foundation (NSF), Year Five	145	161	31700	Anhorn	10/01/21-09/30/22	106,180	0	0	0
39	Sherwood Trust, through the Foundation	145	185	10200	Banderas	07/01/21-06/30/22	31,000	0	0	0
40	College Spark	145	145	31401	Sachs	04/01/22-03/31/23	25,000	0	0	0
TOTAL GRANTS AND CONTRACTS							\$17,390,739	\$14,002,819	\$14,273,040	\$270,221

	Fiscal Agent Agreements	ACCOUNT CODE			Project Manager/ Supervisor	Term	FY 21-22 Grant Award	FY 22-23 Grant Award	FY 23-24 Grant Award	Increase/ Decrease
1	Snake River Salmon Recovery Board	145	183	70000/70001	Foltz	10/01/23-09/30/24	398,997	398,588	398,588	0
2	Snake River Salmon Recovery Board - BPA	145	183	70006	Foltz	04/01/23-03/31/24	189,815	195,695	195,695	0
TOTAL FISCAL AGENT AGREEMENTS							\$588,812	\$594,283	\$594,283	\$0
TOTAL GRANTS, CONTRACTS AND FISCAL AGENT AGREEMENTS							\$17,979,551	\$14,597,102	\$14,867,323	\$270,221
LESS GRANTS REPORTED ELSEWHERE & FISCAL AGENT AGREEMENTS :										
Fiscal Agent Agreements							588,812	594,283	594,283	0
Worker Retraining							1,766,323	1,725,323	1,715,073	(10,250)
Opportunity Grant							461,412	461,412	461,412	0
Ag Center of Excellence							204,157	204,157	212,323	8,166
Workforce Development							40,000	0	0	0
Student Emergency Assistance Grant							100,000	100,000	100,000	0
Supporting College Student Experiencing Homelessness Grant							80,000	102,919	102,919	0
Student Emergency Opportuniy Grant (Federal Fin Aid)							121,129	108,034	112,153	4,119
High Demand Enrollments							66,000	164,500	0	(164,500)
Subtotal							\$3,427,833	\$3,460,628	\$3,298,163	(\$162,465)
TOTAL ADJUSTED GRANTS AND CONTRACTS							\$14,551,718	\$11,136,474	\$11,569,160	\$107,757



## **Notes to the Operating Budget Statements of Revenue and Expenditures**

1. District Enrollment Allocation Base (DEAB): Provides base funding in accordance with each district's annual enrollment target. The State Board has retained the college system-wide enrollment target of 130,977.

District targets are a share of the college system target based on a rolling three-year average of their enrollments. However, in recent years colleges have struggled to meet their targets due to declining enrollment levels. In FY 2024, each FTE has a value of \$3,505 which represents an increase of \$313 per FTE over the previous year.

2. Performance Funding - Student Achievement Initiative (SAI): 5% of the total \$1.15 billion state appropriation is committed to performance funding in the allocation model. This allocation is based upon points and performance outcomes in the academic year 2021-2022.
3. Weighted/Priority Enrollment FTE: Under the allocation model, four enrollment categories receive an additional weight of 0.3 (a value of \$1,052) per student FTE. As indicated below, the skills gap and adult basic education categories make up the bulk of these enrollments.
  - a. Skills Gap – 45%
  - b. Adult Basic Education – 33%
  - c. STEM – 17%
  - d. Upper-level Applied Baccalaureate – 8%
4. Minimum Operating Allocation (MOA): The model assumes every college requires a minimum amount for campus operations. Each college receives \$2.85 million annually. These funds are intended to support facility operations and maintenance. A small portion of this funding comes from the capital budget due to a 2003 fund swap where the Legislature replaced state operating funds for maintenance and operating with capital projects account funding. The remaining funding comes from the operating budget.
5. Provisos and Earmarks:
  - a. Budget Provisos - Language in budget bills where the Legislature places conditions and limitations on the use of appropriations.
  - b. Earmarks are funds identified by the State Board for specific purposes. They fall into two general categories:
    - i. Amounts related to compensation, maintenance and operations and leases; amounts are held in safe harbor for four years after which they are rolled out of safe harbor and distributed through the base allocation.
    - ii. Other Earmarks: Programs or population-specific funds identified by the State Board such as Opportunity Grant, Centers of Excellence, Workforce Development Projects, funds for Disability Accommodations and Students of Color.
6. Instruction: Includes academic transfer, workforce, preparatory (courses under college level), and adult education.

7. Academic Administration: Administrative support and management for instructional programs which includes deans and support staff, faculty professional development, and curriculum development.
8. Student Services: Activities that provide assistance and support for the needs and interests of students. This includes social and cultural development, counseling and advising, financial aid, admissions, and student records.
9. Institutional Support: Includes the activities of management (president, trustees, vice-presidents and support staff), fiscal operations, human resources, public relations, and administrative information technology services that are not related to instructional activities.
10. Subsidies: Financial support provided to students either directly or indirectly.