



## **Agenda**

Regular Meeting  
Board of Trustees, District No. 20  
Walla Walla Community College  
500 Tausick Way; Walla Walla, WA  
Wednesday, May 20, 2015 – 9:30 a.m.

<b>9:30 a.m.</b>	<b>Call to Order</b> <b>Approval of Minutes</b> <b>Approval of Agenda</b> <i>Don McQuary, Chair</i>	<b>Action</b> <b>Action</b>	
<b>9:35 a.m.</b>	<b>Interim Spring Quarter Enrollment Report</b> <i>Dr. Nick Velluzzi</i>	<b>Discuss</b>	<b>Tab 1</b>
<b>9:50 a.m.</b>	<b>Instruction Report</b> <ul style="list-style-type: none"> <li>➤ <b>Achieving the Dream Report</b> <i>Jill Emigh</i></li> <li>➤ <b>Strategic Outreach Initiative</b> <i>Jess Gilmore, Nick Velluzzi,</i> <i>Kristi Wellington-Baker, Melissa Williams</i></li> </ul>	<b>Discuss</b>  <b>Discuss</b>	
<b>10:15 a.m.</b>	<b>Student Services Report</b> <i>Wendy Samitore</i> <ul style="list-style-type: none"> <li>➤ <b>Associated Student Body Activity Reports</b> <i>Clarkston: Teresa Joner</i> <i>Walla Walla: Paige Vincent</i></li> <li>➤ <b>TRiO Update</b> <i>Sandy Jordan</i></li> </ul>	<b>Discuss</b>  <b>Discuss</b>	
<b>10:40 a.m.</b>	<b>WWCC Foundation Activities Report</b> <i>Doug Bayne</i>	<b>Discuss</b>	
<b>10:50 a.m.</b>	<b>Commencement Plans</b> <i>Mrs. Samitore</i>	<b>Discuss</b>	<b>Tab 2</b>
<b>11:00 a.m.</b>	<b>Break</b>		
<b>11:10 a.m.</b>	<b>April Budget Status Report</b> <i>Davina Fogg</i>	<b>Discuss</b>	<b>Tab 3</b>
<b>11:25 a.m.</b>	<b>April Capital Projects Report</b> <i>Mrs. Fogg</i>	<b>Discuss</b>	<b>Tab 4</b>

<b>11:35 a.m.</b>	<b>Plan and Budget Update</b> <i>Mrs. Fogg</i>	<b>Discuss</b>	
<b>11:50 a.m.</b>	<b>Personnel</b> <i>Sherry Hartford</i> <ul style="list-style-type: none"> <li>➤ <b>Resignations/Retirements:</b> <ul style="list-style-type: none"> <li>• <b>Wendy Samitore, Vice President of Student Services</b></li> </ul> </li> <li>➤ <b>Personnel Update</b></li> </ul>	<b>Discuss</b>	
<b>12:00 p.m.</b>	<b>For Information Only: Tobacco-Free Campus Policy</b> <i>Mrs. Samitore, Mrs. Hartford</i>	<b>Discuss</b>	<b>Tab 5</b>
<b>12:15 p.m.</b>	<b>ACT Spring Conference</b> <i>Trustees</i>	<b>Discuss</b>	
<b>12:25 p.m.</b>	<b>Legislative Update</b> <i>Dr. VanAusdle</i>	<b>Discuss</b>	
<b>12:35 p.m.</b>	<b>New and Unscheduled Business</b>	<b>Discuss</b>	
	<b>Adjournment</b>		

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

April 15, 2015

The Board of Trustees of Community College District No. 20 met in regular session on April 15, 2015, on the Clarkston Campus of Walla Walla Community College. Mr. McQuary called the meeting to order at 9:30 a.m.

**Trustees present:** Mr. Don McQuary  
Mrs. Darcey Fugman-Small  
Mrs. Kris Klaveano  
Mr. Miguel Sanchez  
Dr. Roland Schirman

**Administrators present:** Dr. Steven VanAusdle, President  
Mrs. Davina Fogg, Vice President, Financial Services  
Dr. Marleen Ramsey, Vice President, Instruction  
Mrs. Wendy Samitore, Vice President, Student Services  
Mr. Jerry Anhorn, Dean, Ag Science, Energy & Water Management  
Mr. Doug Bayne, Director, Resource Development  
Dr. Janet Danley, Director, Clarkston Campus  
Mrs. Sherry Hartford, Director, Human Resources  
Mr. Shane Loper, Director, Facility Services and Capital Projects  
Mr. Angel Reyna, Dean, Workforce Education  
Dr. Nick Velluzzi, Director, Planning & Assessment  
Ms. Melissa Williams, Director, Marketing, Media, Graphics

**Also present:** Dr. Chad Miltenberger, Assistant Director, Clarkston Campus  
Ms. Jessica Cook, Development Specialist, Foundation  
Mr. Bryan Ovens, Assistant Attorney General  
Ms. Jerri Ramsey, Recording Secretary

**Approval of Minutes:**

Dr. Schirman moved and Mrs. Klaveano seconded to approve the minutes of the March 24, 2015 Board of Trustees meeting as presented. *Motion carried.*

**Approval of Agenda:**

Mrs. Fugman-Small moved and Mr. Sanchez seconded to approve the agenda for the April 15, 2015 Board of Trustees meeting as presented. *Motion carried.*

**Enrollment Reports:**

**Final Winter Quarter.** Dr. Velluzzi compared the Final Winter Quarter Enrollment report to the previous year, noting: Net enrollment in state-support classes was down 6 1/2%, total enrollment all funds was down 82, at 4,411 FTEs, and unduplicated headcount was down 229 at 6,086.

**Interim Spring Quarter.** Dr. Velluzzi compared the Interim Spring Quarter Enrollment report to the previous year, noting: Net enrollment in state-support classes was down 3.9%, at 2,701 FTEs, total enrollment all funds was down 28, at 3,686 FTEs, and unduplicated headcount was down 73, at 4,919.

**Clarkston Enrollment Statistics.** Dr. Velluzzi reviewed the Clarkston Campus student demographics for Winter Quarter covering the period from 2012 to 2015, including median age, degree seekers, gender, residency, and average credit load.

**Budget Status Reports:**

**March Budget Status Report.** Mrs. Fogg reviewed the March Budget Status report; adjustments to the Revenue Budget included reducing the Operating Fee line by \$350,000 and the General Local line by \$50,000, increasing AEP by \$20,000 and Running Start by \$30,000, and Corrections Ed Indirect also increased by \$9,935. Adjustments to the Revenue Budget were reflected in the Expenditure Budget. Actual Revenues ended the month at 77.43% vs. 81.36% the previous year; Actual Expenditures were at 73.7% vs. 72.58% the previous year. In Grants and Contracts, increases included \$94,563 to Corrections Education for 28 FTEs at Coyote Ridge Corrections Center, \$5,000 for a Legacy for Health Tobacco Free Initiative Grant, and a \$182,315 Bonneville Power Administration fiscal agent contract.

**Clarkston Budget Trends.** Mrs. Fogg outlined the report covering the Clarkston Campus budget trends from 2003-04 through the 2014-15 budget.

**Student Services Report.**

**Associated Student Body Activity Reports.** Terra Selzler, Vice President of Activities for the Clarkston ASB reported on recent and upcoming activities, including a Red Cross blood drive, an April 16 smoke-out day, ASB elections, and a group trip with the Walla Walla ASB.

**WWCC Foundation Activities Report.** Mr. Bayne reported the Foundation had received over \$49,000 in gifts and grants to-date and reviewed the recently completed Campaign Feasibility Study indicating strong support from the Lewis Clark Valley for the Clarkston Workforce and Business Development Center campaign

**Recognition of Clarkston Faculty Members.** Dr. Ramsey introduced and recognized Clarkston Campus faculty members Sara Egbert and Michael Shively for having recently attained tenure and Dr. VanAusdle presented each with an appropriate certificate.

Dr. Danley introduced and provided a biography of faculty member Ginny McConnell who will retire this June after 22 years at the Clarkston Campus.

**March Capital Projects Report.** Mrs. Fogg highlighted the March Capital Projects report, noting projects were on track, including the IPZ Alternative Energy grant that must be completed by June 30, 2015.

#### **Personnel.**

**Resignations/Retirements.** Mrs. Hartford announced the retirement of Rick Queen, Building Maintenance Instructor at the Washington State Penitentiary.

**Personnel Update.** Mrs. Hartford reported on the recruitment status of the following positions: Dean of Arts and Sciences, Math Instructor Walla Walla, English Instructor Walla Walla, Composition and Technical Writing Instructor Clarkston Campus, Carpentry Instructor Walla Walla, and Nursing Instructor Clarkston Campus.

#### **Instruction Report.**

**Building Community Within an Online Science Course.** Dr. Lori Loseth explained the origin and process used to develop online science classes that would engage students and provided examples of work products from students in her class.

**For Information Only: Strategic Plan for Equity and Inclusion.** Dr. Velluzzi presented the Strategic Plan for Equity and Inclusion, touching on the discussion from the previous month's Board meeting, and noting the emphasis of the plan was student success; reaffirming the College's goal to provide the resources to help all students cross the finish line. The Trustees discussed the Plan at some length, including how equity and inclusion are measured. Mrs. Hartford explained the preparation and content of the College's Affirmative Action Plan. Dr. Velluzzi pointed out the Strategic Plan for Equity and Inclusion is a long-term, "living" document; with objectives and accomplishments to strive toward over the long-term.

Dr. VanAusdle recommended, Mrs. Fugman-Small moved, and Dr. Schirman seconded to adopt the Walla Walla Community College Strategic Plan for Equity and Inclusion 2014-2020 as presented and as made a part of these minutes. *Motion carried.*

**Clarkston Workforce and Business Development Center Overview.** Dr. VanAusdle provided background on the EDA funding for the Clarkston Workforce and Business Development Center and the selection of NAC Architecture. Tom Golden and Troy Bishop of NAC Architect presented draft preliminary information on the project; including layout, size, and possible sites on the Clarkston Campus, noting none of the details had been finalized.

**Plan and Budget Update.** Mrs. Fogg, noting the Legislature had not yet approved a budget, reviewed a draft 2015-16 Budgeting Facts and Assumptions and a draft Estimated Operating Revenue Comparison.

**Legislative Update.** Dr. VanAusdle reported the Senate had approved a resolution to reappoint Darcey Fugman-Small to the WWCC Board of Trustees and noted the State Board for Community and Technical Colleges would be meeting on the WWCC Campus June 22 and 23, including a dinner meeting with Trustees the evening of June 22.

**New and Unscheduled Business.** Dr. Danley reported the Clarkston Campus commencement ceremony would be held June 10 in the Clarkston High School Auditorium.

**Adjournment.** The meeting adjourned at 1:55 p.m.

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Steven L. VanAusdle, President

ATTEST:

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Don McQuary, Chair  
Board of Trustees

## Walla Walla Community College

### Strategic Plan for Equity and Inclusion 2014 - 2020

#### Introduction

In February 2014, a yearlong, comprehensive planning process culminated when the Walla Walla Community College (WWCC) Board of Trustees approved an updated institutional plan that provides a strategic roadmap for the next several years. The plan was then presented across the College and posted on its website.

The plan is framed by the revised vision and mission statements. The vision statement states, WWCC “will be the catalyst that transforms our students’ lives and the communities we serve.” The mission statement is, WWCC “inspires all students to discover their potential and achieve their goals by providing relevant, equitable, and innovative learning opportunities and services.” Among the overarching strategies identified, “*cultivate equity*” emerged as a key objective that intersects with two of the College’s three core themes: Student Success and Strong Communities.

The Strategic Plan for Equity and Inclusion is an extension of the institutional plan, and is also one of the pillars of the College’s Achieving the Dream (ATD) initiatives. The plan identifies specific interventions whose intent is to lay the foundation of WWCC’s equity and inclusion agenda. The strategic goals and objectives provide a vehicle for the College to enhance its outcomes pertaining to student success and strengthening our internal and external communities.

Many colleges have equity plans that solely focus on student success; closing achievement gaps with the goal of increasing attainment rates. While student success is central to WWCC’s mission, the intent of this plan is to broaden that work by reaching into the internal workings of the College in ways that can positively impact student success. In other words, the College recognizes that limiting its student success work to the classroom without also simultaneously addressing the underlying culture or norms that fundamentally shape that work is inadequate. As the College embarks on this project, the statement below captures the guiding principle framing this plan:

We are perfectly designed to achieve the results we are getting. If we want different results, then we must change the way we do things.

The goals and objectives set forth in the plan target the College’s organizational culture and institutional practices, while also attending to external partnerships that are crucial to strengthening the communities it serves.

#### Why equity and inclusion?

Equity assumes difference and takes that into account to ensure a fair process and, ultimately a fair and equitable outcome. Equity recognizes that some groups are historically disadvantaged in accessing education (and economic) opportunities and subsequently underrepresented or marginalized in many organizations and institutions. That history carries forward; creating effects of exclusion that often linger systemically within organizational policies, practices, and procedures.

Equity at WWCC is the guarantee of fair treatment, access, opportunity, and advancement for *all* students, faculty, and staff, while simultaneously striving to identify and eliminate barriers that have prevented the full participation of some groups.

Inclusion at WWCC is the intentional creation of environments in which any individual or group can be and feel welcomed, respected, supported, and valued to fully participate. In that sense, inclusion is the active and ongoing engagement with diversity and difference – in people, the curriculum, and the communities we serve – in ways that increases one’s awareness and knowledge of the complex ways individuals interact within systems and institutions. At the College, inclusion is about focusing on the needs of every individual and ensuring the right conditions are in place for each person to achieve their full potential. By combining equity *with* inclusion the College seeks to ameliorate the conditions or barriers experienced by underrepresented groups.

**[Insert data tables about here]**

### **The Process**

In fall 2013, the College contracted with *equityworksNW* to conduct an equity and inclusion assessment. That assessment combined with WWCC’s Achieving the Dream work. It was informed by focus groups with college employees, students, and community partners. WWCC’s Achieving the Dream data coach, Dr. Mark Figueroa, was hired in the summer of 2014 to facilitate the strategic equity and inclusion planning process. Dr. Figueroa built on the work of *equityworksNW* and also conducted focus groups with College staff, faculty, and leadership, as well as community stakeholders. The data from both processes were combined, resulting in richer, more robust data to inform the goals and objectives set forth in this plan.

The following section presents WWCC’s vision and mission statements for equity and inclusion, followed by the goals and objectives that will guide the College’s equity agenda over the next several years.

### **Vision Statement for Equity and Inclusion**

*Walla Walla Community College will create an equitable and inclusive learning environment.*

### **Mission Statement for Equity and Inclusion**

*Transform Walla Walla Community College’s culture and practices by embedding equity and inclusion competencies that support the success of all students, faculty, and staff.*

### **Strategic Goals**

The strategic goals that emerged from the planning process are listed below. While each goal can stand on its own, their successive, or in some cases simultaneous, implementation is designed to effectively weave *equity and inclusion* into the fabric of the College. As WWCC embarks on this path, it is important to realize that the equity and inclusion agenda is never “complete,” but an ongoing process that evolves in relation to the dynamic interplay between the College, the communities it serves, and the external operating environment.

**Strategic Goal I:** Establish a leadership-level position for a “Chief” Equity and Inclusion Officer



**Objective:** Create an “Equity and Inclusion” position to direct that work of the College. The primary responsibility of that position is to provide leadership that facilitates organizational change and achieves institutional coherence pertaining to the College’s equity and inclusion work. Recognizing the strategic value of this position in creating an environment that is inclusive and equitable for all students and staff, its jurisdiction would span the institution in order to effectively facilitate organizational change.

Until that position is established, the **Diversity Committee** will continue to provide leadership by monitoring the implementation of the plan, and work with all stakeholders to ensure a model of continuous institutional improvement is adopted and maintained.

**Objective:** Establish student resource centers of equity and inclusion in Walla Walla and Clarkston that provide dedicated student space for historically underrepresented groups.

**Strategic Goal II:** Build equity, diversity and inclusion competencies<sup>1</sup> (Appendix A) for WWCC employees through sustained professional development and training.

**Objective:** Institute mandatory college-wide trainings for all faculty and staff.

**Objective:** Provide faculty training that integrates equity and inclusion with pedagogy and classroom strategies aimed toward enhancing student success

**Objective:** Incorporate equity and inclusion training into individual professional development plans.

**Objective:** Identify and require equity and inclusion training in all compliance areas including non-discrimination, sexual harassment, and reasonable accommodation.

**Strategic Goal III:** Increase recruitment of faculty and staff from underrepresented groups.

**Objective:** Embed equity, diversity, and inclusion competencies into:

- Position announcements.
- Job descriptions.
- Job postings.
- Posting locations and recruitment strategies.
- Hiring criteria and the evaluation of applicants.

**Objective:** Implement mandatory training for search committee participants to reduce unconscious bias.

**Objective:** Use utilization analysis<sup>2</sup> to drive outreach efforts.

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<sup>1</sup> Equity, diversity and inclusion competencies are defined in accordance with the NASPA: Student Affairs Administrators in Higher Education. Those competencies include the “knowledge, skills, and attitudes needed to create learning environments that are enriched with diverse views and people. They are also designed to create an institutional ethos that accepts and celebrates differences among people, helping to free them of any misconceptions and prejudices” (<https://www.naspa.org/about/student-affairs/equity-diversity-and-inclusion>).

<sup>2</sup> Utilization analysis is a statistical analysis of affirmative action/equal opportunity data of employers which is used as a tool for assessing the available workforce for specified geographical regions. The purpose of this process is to ensure equal access and opportunities for all workers. Utilization analysis is used to establish goals and time tables for the selection of protected class individuals by obtaining a workforce analysis,

**Strategic Goal IV:** Increase the retention of faculty and staff from underrepresented groups (need to identify what it is now and set a goal).

**Objective:** Incorporate competencies in new employee orientation and on-boarding processes.

**Objective:** Include equity and inclusion competencies in performance evaluations for exempt employees.

**Objective:** Negotiate equity and inclusion competencies into performance evaluations with union-represented employee groups.

**Strategic Goal V:** Strengthen partnerships with community-based organizations and provide services to underrepresented populations in the district.

**Objective:** Build and expand awareness of the College and its mission among community-based organizations.

**Objective:** Streamline pathways to enrollment (and completion) and increase educational attainment in the College's service district.

**Objective:** Strengthen community networks to enhance wraparound services for students.

**Objective:** Acquire and utilize resources that can contribute to building institutional equity competencies.

# APPENDIX A

## NASPA: Student Affairs Administrators in Higher Education

The Equity, Diversity, and Inclusion (EDI) competency area includes the knowledge, skills, and attitudes needed to create learning environments that are enriched with diverse views and people. It is also designed to create an institutional ethos that accepts and celebrates differences among people, helping to free them of any misconceptions and prejudices.

### Basic

#### One should be able to:

- identify the contributions of similar and diverse people within and to the institutional environment;
- integrate cultural knowledge with specific and relevant diverse issues on campus;
- assess and address one's own awareness of EDI, and articulate one's own differences and similarities with others;
- demonstrate personal skills associated with EDI by participating in activities that challenge one's beliefs;
- facilitate dialogue effectively among disparate audiences;
- interact with diverse individuals and implement programs, services, and activities that reflect an understanding and appreciation of cultural and human differences;
- recognize the intersectionality of diverse identities possessed by an individual;
- recognize social systems and their influence on people of diverse backgrounds;
- articulate a foundational understanding of social justice and the role of higher education, the institution, the department, the unit, and the individual in furthering its goals;
- use appropriate technology to aid in identifying individuals with diverse backgrounds as well as assessing progress towards successful integration of these individuals into the campus environment;
- design culturally relevant and inclusive programs, services, policies, and practices;
- demonstrate fair treatment to all individuals and change aspects of the environment that do not promote fair treatment; and
- analyze the interconnectedness of societies worldwide and how these global perspectives affect institutional learning.

### Intermediate

#### One should be able to:

- engage in hiring and promotion practices that are fair, inclusive, proactive, and nondiscriminatory;
- integrate cultural knowledge with specific and relevant cultural issues on campus;
- develop effective multicultural training that expands the cultural knowledge of one's staff;

- identify systemic barriers to equality and inclusiveness, and then advocate for and implement means of dismantling them;
- apply advocacy skills to assist in the development of a more multiculturally sensitive institution and profession;
- supervise, challenge, and educate other professionals around issues of diversity and inclusion;
- facilitate others' learning and practice of social justice concepts;
- provide opportunities for self-reflection and self-evaluation on issues of EDI; and
- provide opportunities for diverse interactions with professionals in higher education who focus on this work.

## Advanced

### **One should be able to:**

- ensure institutional policies, practices, facilities, structures, systems, and technologies respect and represent people's diverse abilities, beliefs, and characteristics;
- assess the effectiveness of the institution in addressing issues associated with EDI and in overcoming any barriers that exist;
- ensure that elements of EDI are demonstrated throughout institutional mission, goals, and programs;
- create ongoing strategic plans for the continued development of diversity initiatives and inclusive practices throughout the institution and ensure that competence in these areas is fully integrated into departmental practices throughout the campus;
- provide consultation to other units, divisions, or institutions on strategies to increase support and opportunities for underrepresented groups;
- provide leadership in fostering an institutional culture that supports the free and open exchange of ideas and beliefs, and where issues of power and privilege are identified and addressed;
- demonstrate effectiveness in responding to acts of hatred or intolerance that affect the institution; and
- ensure individuals throughout the institution are treated respectfully, justly, fairly, and impartially.

<https://www.naspa.org/about/student-affairs/equity-diversity-and-inclusion> November 21, 2014



## Walla Walla Community College

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## Tab 1

### Page 1

DATE: May 13, 2015

TO: Board of Trustees

FROM: Dr. Nick Velluzzi

RE: 2015 Interim Spring Enrollment Report

Attached is an Interim Enrollment Report for Spring Quarter, 2015. Key elements of the report include:

- Net enrollment in state-support classes is currently 2,746.9 FTE, down -130.0 FTE or -4.5% from this time last Spring Quarter. Headcount is 3,769, down 157 from this point last year.
- Walla Walla daytime enrollment is currently 1,768.9 FTE, which is down -126.2 FTE or -6.7% from this time last year. The Trades are down -4.8%. Arts & Sciences is down -7.1%; Business, Entrepreneurship, and Hospitality is down -16.5%; and Transitional Studies is down -7.1%. Extended Learning, Health Sciences, and Ag, Energy, and Environment are all up, 68.8%, 4.1%, and 9.8% respectively.
- Corrections Education is currently 1,231.5 FTE, up 22.2 FTE or 1.8% from this time last Spring Quarter. WSP is up 24.8 FTE. CRCC is up 22.2 FTE. Unduplicated headcount is slightly lower than last year: 1,727 from 1,746 year.
- Running Start is up by 2.6%, with 130.3 FTE this Spring Quarter compared to 127 last year. Headcount is flat.
- AEP is up 4.4%, with 76.3 FTE in the current quarter compared to 73.1 FTE last Spring Quarter. Headcount is 94, which is slightly up from 85 last Spring Quarter.
- Total enrollment (all funds) is 4,048.8 FTE, down -56.5 FTE or -1.4% from last Spring Quarter. Unduplicated Headcount is 5,496, down 176 (5,672) from last Spring Quarter.

# PRELIMINARY SPRING 2015 ENROLLMENT BOARD REPORT

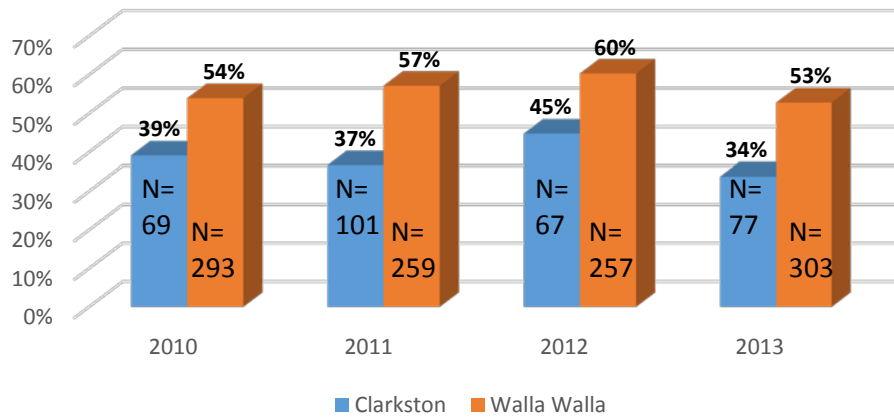
Spr 2014 to Spr 2015

Updated 5/13/15

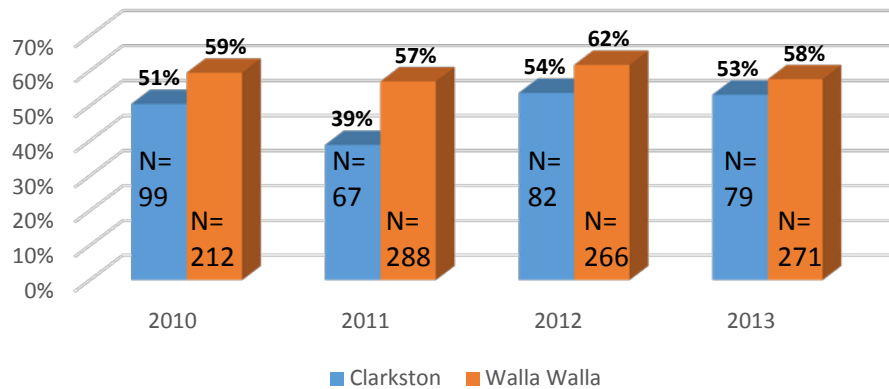
Tab 1  
Page 2

FTE ENROLLMENT		NET			Undupl. Headcount		GROSS		
ADMIN UNIT	DESCRIPTION	5/14/14	5/13/15	DIFF	5/14/14	5/13/15	5/14/14	5/13/15	DIFF
AC	TRADES	204.4	194.6	-9.8			205.8	196.1	-9.8
AD	TRANSITIONAL	238.2	200.0	-38.2			239.8	202.0	-37.9
AH	EXTENDED LEARNING	11.4	19.3	7.9			11.4	19.3	7.9
AK	ARTS & SCIENCES	804.1	747.4	-56.7			911.3	847.4	-63.9
AM	HEALTH SCIENCES	130.4	135.7	5.3			131.5	135.7	4.2
AP	BUSINESS, ENT., & HOSP.	333.0	281.3	-51.8			341.4	288.1	-53.2
AR	AG ENERGY & ENVIRONMENT	173.6	190.7	17.1			173.8	191.0	17.2
<b>**A**</b>	<b>TOTAL - WW DAY</b>	<b>1,895.1</b>	<b>1,768.9</b>	<b>-126.2</b>	<b>2,635</b>	<b>2,446</b>	<b>2,015.0</b>	<b>1,879.5</b>	<b>-135.5</b>
BC	TRADES	9.3	21.7	12.4			9.6	22.5	12.9
BD	TRANSITIONAL	18.8	12.9	-6.0			18.8	12.9	-6.0
BH	EXTENDED LEARNING	54.0	72.1	18.2			58.6	77.2	18.6
BM	HEALTH SCIENCES	35.6	37.4	1.8			37.5	38.3	0.9
BP	BUSINESS, ENT., & HOSP.	13.1	5.3	-7.9			13.7	5.3	-8.4
BR	AG ENERGY & ENVIRONMENT	0.0	0.0	0.0			0.0	0.0	0.0
<b>**B**</b>	<b>TOTAL - WW EVE</b>	<b>130.8</b>	<b>149.3</b>	<b>18.5</b>	<b>185</b>	<b>246</b>	<b>138.2</b>	<b>156.1</b>	<b>17.9</b>
DJ	ALL OTHER	276.9	262.0	-14.9			288.3	279.0	-9.4
DM	HEALTH SCIENCES	93.6	105.0	11.4			96.4	105.0	8.6
DR	AG ENERGY & ENVIRONMENT	0.0	0.0	0.0			0.0	0.0	0.0
<b>**D**</b>	<b>TOTAL - CLK DAY</b>	<b>370.5</b>	<b>367.0</b>	<b>-3.5</b>	<b>329</b>	<b>328</b>	<b>384.7</b>	<b>383.9</b>	<b>-0.8</b>
EJ	ALL OTHER	42.0	39.7	-2.3			46.6	42.1	-4.5
EM	HEALTH SCIENCES	8.9	7.0	-1.9			9.3	7.0	-2.3
<b>**E**</b>	<b>TOTAL - CLK EVE</b>	<b>50.9</b>	<b>46.7</b>	<b>-4.2</b>	<b>144</b>	<b>153</b>	<b>55.9</b>	<b>49.1</b>	<b>-6.8</b>
WC	TRADES	4.1	0.0	-4.1			4.1	0.0	-4.1
WD	TRANSITIONAL	11.8	7.3	-4.5			12.0	7.3	-4.7
WH	EXTENDED LEARNING	259.5	250.9	-8.7			287.8	276.0	-11.9
WK	ARTS & SCIENCES	0.0	6.1	6.1			0.0	8.5	8.5
WM	HEALTH SCIENCES	25.9	24.7	-1.2			26.1	25.0	-1.1
WP	BUSINESS, ENT., & HOSP.	10.3	0.0	-10.3			10.3	0.0	-10.3
WR	AG ENERGY & ENVIRONMENT	3.4	12.2	8.8			3.7	12.2	8.5
<b>**W**</b>	<b>TOTAL - DISTANCE ED</b>	<b>315.1</b>	<b>301.2</b>	<b>-13.9</b>	<b>251</b>	<b>275</b>	<b>344.1</b>	<b>329.0</b>	<b>-15.1</b>
<b>OTHER LOCATIONS</b>		<b>114.5</b>	<b>113.8</b>	<b>-0.7</b>	<b>382</b>	<b>321</b>	<b>114.7</b>	<b>113.8</b>	<b>-0.9</b>
<b>***TOTAL STATE SUPPORTED***</b>		<b>2,876.9</b>	<b>2,746.9</b>	<b>-130.0</b>	<b>3,926</b>	<b>3,769</b>	<b>3,052.6</b>	<b>2,911.4</b>	<b>-141.2</b>
CE	OFFENDER CHANGE	22.6	16.8	-5.8			22.6	16.8	-5.8
CF	PROF-TECH	325.6	350.4	24.8			325.6	350.4	24.8
CG	BASIC SKILLS	263.1	269.2	6.1			267.1	271.7	4.6
CQ	ACADEMIC TRANSFER	50.1	49.8	-0.3			54.3	51.4	-2.9
<b>*C*</b>	<b>TOTAL - WSP</b>	<b>661.3</b>	<b>686.1</b>	<b>24.8</b>	<b>936</b>	<b>948</b>	<b>669.5</b>	<b>690.2</b>	<b>20.7</b>
RE	OFFENDER CHANGE	26.1	12.4	-13.7			26.1	12.4	-13.7
RF	PROF-TECH	195.8	190.6	-5.3			195.8	190.6	-5.3
RG	BASIC SKILLS	263.8	282.2	18.4			263.8	282.2	18.4
RQ	ACADEMIC TRANSFER	62.2	60.2	-2.0			62.2	60.2	-2.0
<b>*R*</b>	<b>TOTAL - CRCC</b>	<b>547.9</b>	<b>545.3</b>	<b>-2.6</b>	<b>810</b>	<b>779</b>	<b>547.9</b>	<b>545.3</b>	<b>-2.6</b>
<b>TOTAL DOC</b>		<b>1,209.2</b>	<b>1,231.5</b>	<b>22.2</b>	<b>1,746</b>	<b>1,727</b>	<b>1,217.4</b>	<b>1,235.6</b>	<b>18.1</b>
<b>OTHER CONTRACT</b>		<b>8.6</b>	<b>50.4</b>	<b>41.9</b>			<b>8.6</b>	<b>53.6</b>	<b>44.9</b>
<b>***TOTAL CONTRACT FUNDED***</b>		<b>1,217.8</b>	<b>1,281.9</b>	<b>64.1</b>			<b>1,226.1</b>	<b>1,289.1</b>	<b>63.1</b>
<b>***TOTAL SELF SUPPORTED***</b>		<b>10.6</b>	<b>20.0</b>	<b>9.4</b>			<b>10.6</b>	<b>20.0</b>	<b>9.4</b>
<b>***TOTAL ALL FUNDS***</b>		<b>4,105.3</b>	<b>4,048.8</b>	<b>-56.5</b>	<b>5,672</b>	<b>5,496</b>	<b>4,289.2</b>	<b>4,220.5</b>	<b>-68.7</b>
Running Start, FTES are "billable" FTES					209.0	209	127.0	130.3	3.3
Alternative Education Program, FTES are "billable" FTES					85.0	94	73.1	76.3	3.2

### Academic Transfer Fall to Fall Retention



### Workforce Fall to Fall Retention





# *Graduation Weekend Plans* *2015 Timelines*

<p>Thursday, June 11 Walla Walla Graduation and Pinning</p> <p>Contact person: Darlene Snider (509) 527-4265</p>	<p>GED and High School 21+ Graduation, Health Sciences Performing Arts Center</p>	<p>7:00 p.m.</p>
<p>Friday, June 12 Clarkston Graduation and Pinning</p> <p>Contact person: Janet Danley (509) 758-1703</p>	<p>Depart from WWCC Parking lot</p> <p>Graduation, Clarkston High School Auditorium</p> <p>Nursing Pinning</p>	<p>3:30 p.m.</p> <p>6:00 p.m.</p> <p>Approximately 7:30 p.m.</p>
<p>Saturday, June 13 Walla Walla Graduation and Pinning</p> <p>Contact person: Marleen Ramsey (509) 527-4289</p>	<p>Meet in Board Room</p> <p>Graduation</p> <p>Nursing Pinning</p>	<p>12:00 Noon</p> <p>1:00 p.m.</p> <p>4:00 p.m.</p>



**WALLA WALLA COMMUNITY COLLEGE - April 2015**

**Tab 3**

**Page 1**

**REVENUE:**

**State Funds:**

	2014-2015 Approved Budget	March Adjusted Budget	April Adjusted Budget	Difference	Revenue to Date	% of Annual Budget	Prior Year Activity to Date	% of Prior Budget
Base Allocation	\$12,620,249	\$12,869,602	\$12,869,602	\$0	\$9,944,186	77.27%	\$10,467,375	79.96%
Opportunity Grant	461,412	461,412	461,412	0	383,758	83.17%	391,954	84.95%
Worker Retraining	1,612,573	1,965,698	1,965,698	0	1,676,860	85.31%	1,340,934	83.70%
<b>Total State:</b>	<b>\$14,694,234</b>	<b>\$15,296,712</b>	<b>\$15,296,712</b>	<b>\$0</b>	<b>\$12,004,804</b>	<b>78.48%</b>	<b>\$12,200,263</b>	<b>80.51%</b>

**Local Funds:**

**General:**

Operating Fees	\$8,933,723	\$8,433,723	\$8,433,723	\$0	\$8,287,643	98.27%	\$8,906,003	99.69%
General Local	1,533,900	1,483,900	1,483,900	0	1,455,565	98.09%	1,558,903	101.73%
Alternative Education Program	410,000	430,000	430,000	0	306,825	71.35%	291,745	56.10%
Running Start	685,000	715,000	715,000	0	494,874	69.21%	324,728	48.11%
Foundation Support	140,000	140,000	140,000	0	105,000	75.00%	84,375	75.00%
Corrections Ed.-Indirect	642,930	665,494	665,494	0	458,820	68.94%	502,265	76.09%
Excess Enrollment from FY14	225,000	225,000	225,000	0	187,500	83.33%	0	0.00%
Carry-Forward from FY14	125,000	125,000	125,000	0	104,167	83.33%	125,000	100.00%
<b>Total General:</b>	<b>\$12,695,553</b>	<b>\$12,218,117</b>	<b>\$12,218,117</b>	<b>\$0</b>	<b>\$11,400,394</b>	<b>93.31%</b>	<b>\$11,793,019</b>	<b>93.90%</b>

**Self-Support:**

Washington On Line (WAOL)	\$0	\$0	\$0	\$0	\$0	0.00%	\$39,010	32.51%
Community Service	75,000	75,000	75,000	0	78,310	104.41%	78,831	105.11%
Ancillary Programs	800,000	800,000	800,000	0	629,769	78.72%	637,217	79.65%
<b>Total Self Support:</b>	<b>\$875,000</b>	<b>\$875,000</b>	<b>\$875,000</b>	<b>\$0</b>	<b>\$708,079</b>	<b>80.92%</b>	<b>\$755,058</b>	<b>75.89%</b>
<b>Total Local Funds</b>	<b>\$13,570,553</b>	<b>\$13,093,117</b>	<b>\$13,093,117</b>	<b>\$0</b>	<b>\$12,108,473</b>	<b>92.48%</b>	<b>\$12,548,077</b>	<b>92.58%</b>

**TOTAL REVENUE**

	\$28,264,787	\$28,389,829	\$28,389,829	\$0	\$24,113,277	84.94%	\$24,748,340	86.21%
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**EXPENDITURES:**

**By Object**

	2014-2015 Approved Budget	March Adjusted Budget	April Adjusted Budget	Difference	Expenditures to Date	Encumbrances to Date	Total Activity to Date	% of Annual Budget	Prior Year Activity to Date	% of Prior Budget
Salaries and Wages	\$17,401,122	\$17,305,305	\$17,279,088	(\$26,217)	\$13,783,746	\$0	\$13,783,746	79.77%	\$13,720,402	79.45%
Benefits	5,063,352	5,169,811	5,172,153	2,342	4,213,513	0	4,213,513	81.47%	4,499,833	82.10%
Rents	166,128	166,128	166,128	0	132,987	23,663	156,650	94.29%	127,557	79.46%
Utilities	825,455	823,405	823,405	0	689,951	0	689,951	83.79%	642,341	78.77%
Goods and Services *	2,801,284	2,467,479	2,525,738	58,259	1,936,947	378,615	2,315,562	91.68%	2,473,053	84.47%
Travel	233,822	269,975	269,975	0	262,178	261	262,439	97.21%	242,493	88.82%
Equipment	494,585	799,816	766,972	(32,844)	299,977	315,106	615,083	80.20%	435,373	90.68%
Subsidies/Transfers/Debt Service	1,279,039	1,387,910	1,386,370	(1,540)	1,096,071	947	1,097,018	79.13%	1,050,573	80.79%
<b>Total by Object</b>	<b>\$28,264,787</b>	<b>\$28,389,829</b>	<b>\$28,389,829</b>	<b>\$0</b>	<b>\$22,415,370</b>	<b>\$718,592</b>	<b>\$23,133,962</b>	<b>81.49%</b>	<b>\$23,191,625</b>	<b>80.79%</b>

**By Program**

Instruction	\$11,670,440	\$12,164,982	\$12,066,070	(\$98,912)	\$9,261,233	\$388,594	\$9,649,827	79.97%	\$9,635,745	80.10%
Washington On Line (WAOL)	0	0	0	0	0	0	0	0.00%	41,049	34.21%
Community Service	75,000	75,000	75,000	0	47,295	0	47,295	63.06%	44,084	58.78%
Instructional Computing	379,508	385,607	394,700	9,093	260,507	4,559	265,066	67.16%	385,364	95.17%
Ancillary Support	800,000	800,000	800,000	0	538,017	4,026	542,043	67.76%	715,640	89.46%
Academic Administration	2,870,923	2,867,767	2,885,349	17,582	2,390,787	735	2,391,522	82.89%	2,361,012	81.99%
Library Services	603,401	594,471	594,673	202	464,714	19,826	484,540	81.48%	496,104	83.12%
Student Services	3,804,393	3,863,843	3,866,794	2,951	3,239,449	7,336	3,246,785	83.97%	3,084,306	84.59%
Institutional Support *	5,140,522	4,752,985	4,805,654	52,669	3,854,302	175,685	4,029,987	83.86%	3,984,687	76.24%
Facility Services	2,920,600	2,885,174	2,901,589	16,415	2,359,066	117,831	2,476,897	85.36%	2,443,634	83.43%
<b>Total by Program</b>	<b>\$28,264,787</b>	<b>\$28,389,829</b>	<b>\$28,389,829</b>	<b>\$0</b>	<b>\$22,415,370</b>	<b>\$718,592</b>	<b>\$23,133,962</b>	<b>81.49%</b>	<b>\$23,191,625</b>	<b>80.79%</b>

\* In the Expenditures to Date columns of these lines is a set aside of \$125,000 to cover the estimated carry-forward needed for the 15-16 fiscal budget.

# WALLA WALLA COMMUNITY COLLEGE

## Grants and Contracts

April 2015

Tab 3

Page 2

	Current Month Changes	2014-2015 YTD Budget	Expenditures to Date	Encumbrances	Activity to Date	YTD Percentage Spent	Balance Expendable	Revenue to Date	Balance Receivable
<b>CORRECTIONS EDUCATION</b>	<b>\$0</b>	<b>\$6,471,004</b>	<b>\$4,913,686</b>	<b>\$420,295</b>	<b>\$5,333,981</b>	<b>82.4%</b>	<b>\$1,137,023</b>	<b>\$3,844,932</b>	<b>\$1,489,049</b>
<b>State Funded</b>									
Carl Perkins Federal Vocational	\$0	\$374,157	\$292,262	\$3,602	\$295,864	79.1%	\$78,293	\$268,716	\$27,148
Perkins-Leadership Block Grant	0	16,000	12,106	0	12,106	75.7%	3,894	5,477	6,629
Perkins-Special Projects	0	9,000	750	0	750	8.3%	8,250	750	0
Workfirst	0	311,761	221,744	0	221,744	71.1%	90,017	166,802	54,942
Water Management Center	0	375,000	253,887	173	254,060	67.7%	120,940	187,500	66,560
Dept. of Ecology - Titus Creek Project	40,000	40,000	0	0	0	0.0%	40,000	0	0
State Work Study	0	54,355	31,941	0	31,941	58.8%	22,414	18,000	13,941
Ag Center USDA Grant	0	857,188	590,121	131,525	721,646	84.2%	135,542	365,279	356,367
TAACCCT Grant	0	603,824	38,751	0	38,751	6.4%	565,073	17,474	21,277
I-DEA Grant	0	43,863	23,876	0	23,876	54.4%	19,987	19,753	4,123
Adult Basic Education	0	120,645	104,862	0	104,862	86.9%	15,783	96,168	8,694
EI Civics	0	23,611	18,777	0	18,777	79.5%	4,834	16,129	2,648
Basic Food Employment & Training	0	209,745	65,506	0	65,506	31.2%	144,239	158,516	(93,010)
Early Achiever Opportunity Grant	6,800	59,900	50,176	0	50,176	83.8%	9,724	36,853	13,323
I-DEA SBCTC Assistance	0	6,500	6,500	0	6,500	100.0%	0	6,500	0
ABE Leadership Block Grant	1,707	6,093	4,739	0	4,739	77.8%	1,354	4,257	482
<b>Total State Funded</b>	<b>\$48,507</b>	<b>\$3,111,642</b>	<b>\$1,715,998</b>	<b>\$135,300</b>	<b>\$1,851,298</b>		<b>\$1,260,344</b>	<b>\$1,368,174</b>	<b>\$483,124</b>
		0							
<b>Federal Funded</b>									
Student Support Services (SSS)	\$0	\$409,395	\$321,257	\$3,681	\$324,938	79.4%	\$84,457	\$241,938	\$83,000
Title III	0	491,899	265,152	18,940	284,092	57.8%	207,807	192,223	91,869
USDA - National Institute of Food & Ag	0	134,838	38,722	43,928	82,650	61.3%	52,188	29,798	52,852
College Work Study	0	99,666	78,938	0	78,938	79.2%	20,728	65,159	13,779
<b>Total Federal Funded</b>	<b>\$0</b>	<b>\$1,135,798</b>	<b>\$704,069</b>	<b>\$66,549</b>	<b>\$770,618</b>		<b>\$365,180</b>	<b>\$529,118</b>	<b>\$241,500</b>
<b>Private Funded</b>									
Customized Contract Training	\$0	\$50,000	\$17,655	\$0	\$17,655	35.3%	\$32,345	\$16,897	\$758
EMS Trauma Training	0	11,146	4,169	0	4,169	37.4%	6,977	2,837	1,332
Parent Co-op	0	80,000	50,375	0	50,375	63.0%	29,625	52,387	(2,012)
Child Care Aware	0	93,827	58,369	130	58,499	62.3%	35,328	54,741	3,758
Corrections Ed AA Degree - Sunshine Lady	0	286,049	216,001	5,000	221,001	77.3%	65,048	96,049	124,952
Corrections Ed AA Degree - Seattle Foundation	20,000	35,000	97	0	97	0.3%	34,903	35,000	(34,903)
Corrections Ed - Open Society	0	44,503	39,922	0	39,922	89.7%	4,581	44,503	(4,581)
Working Families Support Network	0	80,000	26,811	0	26,811	33.5%	53,189	45,374	(18,563)
Skill Up Washington	0	2,852	2,852	0	2,852	100.0%	0	2,852	0
ESD 123 Consulting & Home Services	0	21,282	5,512	0	5,512	25.9%	15,770	20,364	(14,852)
Coleman Foundation Grant & Match	0	11,114	11,114	0	11,114	100.0%	0	11,114	0
Lake Michigan College Wine Education	0	30,893	30,893	0	30,893	100.0%	0	30,893	0
Legacy for Health - Tobacco Free Initiative	0	5,000	0	0	0	0.0%	5,000	5,000	(5,000)
Avista	0	45,962	22,412	0	22,412	48.8%	23,550	45,962	(23,550)
<b>Total Private Funded</b>	<b>\$20,000</b>	<b>\$797,628</b>	<b>\$486,182</b>	<b>\$5,130</b>	<b>\$491,312</b>		<b>\$306,316</b>	<b>\$463,973</b>	<b>\$27,339</b>
<b>Fiscal Agent Contracts</b>									
Community Network	\$0	\$71,874	\$42,407	\$0	\$42,407	59.0%	\$29,467	\$71,874	(\$29,467)
Early Learning Coalition (ELC)	0	75,565	50,699	0	50,699	67.1%	24,866	58,352	(7,653)
Snake River Salmon Recovery Board (SRSRB)	0	418,087	304,700	46,363	351,063	84.0%	67,024	240,971	110,092
Bonneville Power Administration (SRSRB)	0	379,279	171,571	18,786	190,357	50.2%	188,922	133,780	56,577
<b>Total Fiscal Agent Contracts</b>	<b>\$0</b>	<b>\$944,805</b>	<b>\$569,377</b>	<b>\$65,149</b>	<b>\$634,526</b>		<b>\$310,279</b>	<b>\$504,977</b>	<b>\$129,549</b>
<b>TOTAL</b>	<b>\$68,507</b>	<b>\$12,460,877</b>	<b>\$8,389,312</b>	<b>\$692,423</b>	<b>\$9,081,735</b>	<b>72.9%</b>	<b>\$3,379,142</b>	<b>\$6,711,174</b>	<b>\$2,370,561</b>



# Walla Walla Community College

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

## Tab 4

May 12, 2015

From: Davina Fogg  
Vice President of Financial Services

Re: 2014-2015 Capital Budget Status Report - April 2015

Type	Code	Title	Budget	Encumbrances	Expenditures	Balance
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### 2013-2015 Appropriations

S	4Z5A	2013-15 Repairs and Minor Improvements	\$ 131,143	\$ 43,103	\$ 4,051	\$ 83,989
S	4Z5B	2013-15 Facility Repair - Dome Piping	\$ 301,218	\$ 67,091	\$ 234,127	\$ -
S	4Z5C	2013-15 Facility Repair - Diesel/Oil Water Separator	\$ 36,237	\$ 10,303	\$ 25,934	\$ -
S	4Z5D	2013-15 Facility Repair - Air Compressors	\$ 126,693	\$ 34,728	\$ 91,965	\$ -
S	4Z5E	2013-15 Facility Repair - Tech Center Boiler	\$ 10,687	\$ -	\$ 10,623	\$ 64
S	4Z5F	2013-15 Facility Repair - Fire Alarm System	\$ 69,287	\$ -	\$ 68,876	\$ 411
S	4Z5G	2013-15 Facility Repair - Diesel Overhead Doors	\$ 2,114	\$ -	\$ 2,109	\$ 5
S	4Z5H	2013-15 Facility Repair - Main Bldg. Walk-in Refrig.	\$ 88,000	\$ -	\$ 82,963	\$ 5,037
S	4Z5I	2013-15 Facility Repair - Clarkston Heat Pumps	\$ 696,242	\$ 10,005	\$ 563,419	\$ 122,818
S	4Z5W	2013-15 Facility Repair - Replace Entrance Doors	\$ 28,000	\$ 20,744	\$ 7,079	\$ 178
S	4Z5K	2013-15 Minor Works - WW Campus Business Office	\$ 537,547	\$ 251,865	\$ 259,821	\$ 25,862
S	4Z5L	2013-15 Roof Repair - Main Bldg. Roof & Insulation	\$ 351,000	\$ 22,495	\$ 290,286	\$ 38,219
S	4Z5U	2013-15 Roof Repair - Main Bldg. Roof, Section 2	\$ 30,000	\$ -	\$ -	\$ 30,000
S	4Z5M	2013-15 Site Repair - Clarkston Drainage	\$ 76,000	\$ -	\$ 76,000	\$ -
		<b>TOTAL</b>	<b>\$ 2,484,168</b>	<b>\$ 460,334</b>	<b>\$ 1,717,251</b>	<b>\$ 306,583</b>

### 2011-2013 Appropriations

S	4Z10	Roof Repair - Main Building	\$ 53,217	\$ 3,837	\$ 49,380	\$ -
S	4Z16	Facility Repair - Sump Pumps	\$ 1,590	\$ -	\$ 1,209	\$ 381
S	4Z17	Facility Repair - Domestic Water Line -Dome	\$ 141,305	\$ 2,575	\$ 138,730	\$ -
S	4Z3A	Facility Repair - Clarkston Heat Pumps	\$ 45,000	\$ 45,000	\$ -	\$ -
		<b>TOTAL</b>	<b>\$ 241,112</b>	<b>\$ 51,411</b>	<b>\$ 189,319</b>	<b>\$ 381</b>

### Local Funds and Grants

L	4Z8x	Water Center Expansion - Local	\$ 171,593	\$ -	\$ -	\$ 171,593
G	4Z86	Economic Dev. Admin. (EDA) - Water Ctr. Exp.	\$ 78,300	\$ -	\$ -	\$ 78,300
G	4ZPx	IPZ Alternative Energy	\$ 2,637,643	\$ 1,480,886	\$ 1,137,442	\$ 19,315
L/G	4Z72	EDA - Clarkston Workforce and Bus. Dev. Ctr.	\$ 4,700,000	\$ 27,900	\$ -	\$ 4,672,100
G	4ZP6	PP&L Blue Sky Grant	\$ 22,000	\$ -	\$ 22,000	\$ -
		<b>TOTAL</b>	<b>\$ 7,609,536</b>	<b>\$ 1,508,786</b>	<b>\$ 1,159,442</b>	<b>\$ 4,941,307</b>

		<b>TOTAL ALL FUNDS</b>	<b>\$ 10,334,816</b>	<b>\$ 2,020,532</b>	<b>\$ 3,066,013</b>	<b>\$ 5,248,271</b>
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Percent Uncommitted

50.8%

Fund Types:

S - State Appropriations    L - Local    G - Grant    P - Private    C - Certificate of Participation.



Walla Walla Community College  
500 Tausick Way  
Walla Walla, WA 99362  
(509)527-4603  
FAX (509)527-4249

Date: May 13, 2015  
To: Board of Trustees  
From: Sherry Hartford  
RE: Tobacco Free Campus

In the fall of 2013, Walla Walla Community College signed on to the Fresh Air Campus Challenge; a public health initiative established to encourage all college campuses in Alaska, Idaho, Oregon, and Washington to adopt a 100% smoke- or tobacco-free policy by 2016. By signing on to the Challenge, WWCC committed to taking meaningful steps toward policy change.

A cross-campus employee committee was formed and has been active since that time. Several awareness raising events and surveys have been held in both Walla Walla and Clarkston. Student leadership on both campuses has been engaged in dialogue throughout. A recent vote of Student Senate on the WW campus resulted in 18 votes for a Smoke-free campus and 9 votes for a Tobacco-free campus. Policy change was discussed with Faculty Senate and open forums were held in spring 2014. As a result, and as a transitional step toward a tobacco free campus, WWCC established a practice permitting tobacco use (including electronic cigarettes) in designated areas only in the fall of 2014.

At least 69 college campuses throughout the Pacific Northwest have already adopted smoke- or tobacco-free policies, including Clark, Everett, Green River, Lower Columbia, South Puget Sound, and Wenatchee Valley Community Colleges. Nationally, as of October 2014, there were 1,477 smoke- or tobacco-free campuses. As the number one cause of preventable death in the nation, the Committee believes that limiting the harmful effects of tobacco use is one of the best ways we can support a healthier campus community.

At this time, WWCC has drafted a Tobacco Free Campus policy we hope to implement September 1, 2015. Our bargaining representatives (AHE and WPEA) have been notified and we have fulfilled our duty to bargain the effects of this policy change. The topic was on the agenda at the last Faculty Senate meeting with four (4) faculty present; they are satisfied we have provided proper notice to the faculty.

**WALLA WALLA COMMUNITY COLLEGE  
Tobacco Free Campus Policy**

**WHEREAS**, Walla Walla Community College (WWCC) is committed to being a catalyst that transforms our students' lives and the communities we serve; and

**WHEREAS**, we desire to provide the healthiest possible learning and working environment for our students, staff, and visitors; and

**WHEREAS**, WWCC has a unique opportunity and responsibility to provide leadership and a foundation for healthful living; and

**WHEREAS**, the leading cause of preventable death in the nation is tobacco use, and we believe that limiting the harmful effects of tobacco use is one of the best ways we can support a healthier campus community; and,

**WHEREAS**, restrictive policies have been shown to effectively reduce tobacco use by helping prevent initiation and making it easier for people who use tobacco to quit; and

**WHEREAS**, Washington State Governor Jay Inslee has encouraged Higher Education institutions to implement comprehensive wellness programs that include living tobacco free;

**BE IT THEREFORE RESOLVED** that WWCC Board of Trustees hereby adopts the following Tobacco Free Campus policy effective September 1, 2015:

Walla Walla Community College prohibits smoking or other tobacco use, including the use of electronic cigarettes, distribution or sale of tobacco, including any smoking device, or carrying of any lighted smoking instrument within the perimeter of college property. This includes all college premises, sidewalks, parking lots, landscaped areas, sports fields; college owned, rented or leased buildings on campus; and college owned, rented or leased vehicles.

WALLA WALLA COMMUNITY COLLEGE ATTESTS:

By: \_\_\_\_\_  
Don McQuary, Chair  
Board of Trustees

\_\_\_\_\_  
Steven L. VanAusdle, Secretary  
Board of Trustees

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date