



## **Agenda**

Regular Meeting  
Board of Trustees, District No. 20  
Walla Walla Community College  
500 Tausick Way; Walla Walla, WA  
Wednesday, February 17, 2016 – 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>Mr. Miguel Sanchez, Chair</i>	<b>Action</b> <b>Action</b>	
<b>9:35 a.m.</b>	<b>Interim Winter Quarter Enrollment Report</b> <i>Dr. Nick Velluzzi</i>	<b>Discuss</b>	<b>Tab 1</b>
<b>9:45 a.m.</b>	<b>Update on Presidential Search</b> <i>Mrs. Darcey Fugman-Small</i>	<b>Discuss</b>	
<b>10:15 a.m.</b>	<b>Student Services Report</b> <i>Mr. Jose da Silva</i> ➤ <b>Associated Student Body Activity Reports</b> <ul style="list-style-type: none"> <li>• <i>Clarkston: Ms. Terra Selzler</i></li> <li>• <i>Walla Walla: Mr. Ross Lake</i></li> </ul>	<b>Discuss</b>	
<b>10:30 a.m.</b>	<b>January Budget Status Report</b> <i>Mrs. Davina Fogg</i>	<b>Discuss</b>	<b>Tab 2</b>
<b>10:40 a.m.</b>	<b>January Capital Budget Report</b> <i>Mrs. Fogg</i>	<b>Discuss</b>	<b>Tab 3</b>
<b>10:50 a.m.</b>	<b>WWCC Foundation Activities Report</b> <i>Mr. Doug Bayne</i>	<b>Discuss</b>	
<b>11:00 a.m.</b>	<b>Break</b>		
<b>11:10 a.m.</b>	<b>Personnel</b> <i>Mrs. Sherry Hartford</i> ➤ <b>Resignations/Retirements</b> <ul style="list-style-type: none"> <li>• <b>Jill Emigh, Nutrition Instructor</b></li> </ul> ➤ <b>Personnel Update</b>	<b>Discuss</b>  <b>Discuss</b>	

<b>11:25 a.m.</b>	<b>Instruction Report</b> <i>Dr. Marleen Ramsey</i>		
	➤ <b>For Information Only: 2016-17 Instructional Calendar</b>	<b>Discuss</b>	<b>Tab 4</b>
	➤ <b>Achieving the Dream Report</b> <i>Mrs. Jill Emigh</i>	<b>Discuss</b>	
	➤ <b>Transforming Lives Through the Arts</b> <i>Dr. Richard Middleton-Kaplan</i>	<b>Discuss</b>	
<b>12:00 p.m.</b>	<b>ACT Conference</b> <i>Trustees</i>	<b>Discuss</b>	
<b>12:10 p.m.</b>	<b>Legislative Update</b> <i>Dr. Steven VanAusdle</i>	<b>Discuss</b>	
<b>12:20 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**

January 20, 2016

The Board of Trustees of Community College District No. 20 met in regular session on January 20, 2016, in the Board Room of Walla Walla Community College. Mr. Sanchez called the meeting to order at 9:00 a.m.

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

**Administrators present:** Dr. Steven VanAusdle, President  
Mr. Jose da Silva, Vice President, Student Services  
Mrs. Davina Fogg, Vice President, Financial & Administrative Services  
Dr. Marleen Ramsey, Vice President, Instruction  
Ms. Melissa Andrewjeski, Dean, Corrections Education, CRCC  
Mr. Jerry Anhorn, Dean, Ag Science, Energy & Water Management  
Dr. Janet Danley, Director, Clarkston Campus  
Mrs. Jessica Gilmore, Dean of Business, Entrepreneurial Programs & Extended Learning  
Mrs. Sherry Hartford, Director, Human Resources  
Dr. Richard Middleton-Kaplan, Dean, Arts & Sciences  
Mrs. Stacy Prest, Director, Library Services  
Mrs. Melissa Thiessen, Director, Marketing, Media, and Graphics  
Dr. Nick Velluzzi, Director, Planning, Research and Assessment

**Also present:** Ms. Lisa Chamberlin, Coordinator, Extended Learning  
Ms. Jessica Cook, Development Specialist, Foundation  
Ms. Caitlin Fleming, Assistant Attorney General  
Mr. Brad Mason, Coordinator, Allied Health and Safety Education  
Dr. Chad Miltenberger, Assistant Director, Clarkston Campus  
Mr. Bryan Ovens, Assistant Attorney General  
Ms. Jerri Ramsey, Recording Secretary

### **Approval of Minutes.**

Mr. McQuary moved and Dr. Schirman seconded to approve the minutes of the December 16, 2015 Board of Trustees meeting with the following correction: Page 9, Search Advisory Committee, last line should read: Total 14, including Ex-Officio Liaison (delete the word "not"). *Motion carried.*

### **Approval of Agenda.**

Mr. McQuary moved and Mrs. Fugman-Small seconded to approve the agenda for the January 20, 2016 Board of Trustees meeting with the following addition: Add "Recognition of Employee" immediately following the Enrollment Reports. *Motion carried.*

### **Enrollment Reports.**

**Final Fall Quarter.** Dr. Velluzzi reviewed the Final Fall Quarter Enrollment report, noting that compared to the previous year: Net enrollment in State support classes closed at just over 2,900 FTE, down 17 FTE, 0.6%; Corrections Education finished at 1,183 FTE, down 73 1/2 FTE, or 5.9%; total enrollment in all funding sources was 4,175 FTE, down 42.7 FTE, or 1%; and headcount was 5,702, down 171.

**Interim Winter Quarter.** Dr. Velluzzi reviewed the Interim Winter Quarter Enrollment report using enrollment numbers as of January 20, 2016 vs. the January 14, 2016 enrollment numbers included in the Board packet. Compared to the previous year, enrollment data as of January 20, 2016: Net enrollment in State support classes was at 2,870.6 FTE, down 8 1/2 FTE, or 0.3%; Corrections Education was at 979 FTE, down 86 FTE, or 8.1%; and total enrollment all funding sources was 3,925 FTE, down 46.8 FTE, or 1.2%, with headcount at 5,234.

Dr. Velluzzi presented Census Day Enrollments, i.e., enrollment data at the tenth day of the a quarter, compared to final Winter Quarter enrollments for Winter 2012 through Winter 2015, indicating an average difference of 126 FTE.

Dr. Velluzzi presented enrollment data for the Clarkston Campus, both annualized and by quarter, for the period 2007-08 through 2014-15.

**Recognition of Employee.** Dr. Velluzzi congratulated and presented Terye Senderhauf with the Certificate of Completion from the Data and Decisions Academy Achieving the Dream Presidential Scholarship for successfully completing a course on Designing IR Research and Overview of Survey Design.

### **Instruction Report.**

**Achieving the Dream Report.** No report was provided.

**Clarkston High School/Energy Class Partnership.** James Bradshaw and Chad Miltenberger presented a program on the Industrial Maintenance Technology program being offered through the Clarkston Campus and the partnership with Clarkston High School; noting the increased need for skilled workers for the manufacturing industry in the Clarkston area.

**Student Services Report.** Mr. da Silva reported on the efforts in progress to update student conduct policies and procedures and on the meeting with Clarkston Campus staff to discuss enrollment concerns and recruitment strategies.

**Associated Student Body Activity Reports.** Walla Walla ASB President Ross Lake reported on the ASB leadership's meeting with Mr. da Silva; they are a co-sponsor for a viewing of Paper Tigers; held a Martin Luther King Service Day on January 19 with over 150 volunteers helping clean-up the campus; the ASB Senate is meeting with the Achieving the Dream Committee to increase student involvement; and the Business Club is sponsoring the Tri-College Etiquette and Professional Dinner in February. Clarkston ASB President Terra Selzler reported on a recent ASB Senate meeting; the upcoming Convocation that would focus on health awareness; the annual fund-raiser for the animal shelter; ASB is purchasing four computers for the Student Learning Center; and plans are underway for a visit to the Walla Walla campus.

**December Budget Status Report.** Mrs. Fogg reviewed the December Budget Status Report, as follows: No changes to the Revenue Budget; small changes to the Expenditure Budget; total Actual Revenues at 49.75% vs. 49.77% the previous year; and Total Expenditures at 49.01% vs. 47.47% the previous year. In Grants and Contracts, Mrs. Fogg reported on the following new grants: Workfirst increased \$13,320; ESD 123 Consulting and Home Services increased \$30,000; and a \$10,000 increase to the Community Network Fiscal Agent Contract. Total Grants and Contracts at \$12.9 million vs. \$11.5 million the previous year.

**December Capital Budget Report.** Mrs. Fogg reported the Project PRR, for a 16,500 square foot building, was submitted on time with results to be announced February 19, 2016 and the 2017-19 Minor Project capital project submittal is due March 1, 2016.

**WWCC Foundation Activities Report.** Jessica Cook reported the Foundation received \$600,000 in gifts and grants for 2015; the internal campaign raised over \$38,000 and increased donors by over 50 percent; and fund-raising for the Clarkston project is continuing.

**Recess to Executive Session to Discuss Faculty Negotiations.** The Board recessed to Executive Session at 10:45 a.m. to discuss faculty negotiations, with an anticipated return time of 11:00 a.m. At 11:00 a.m. the Board announced the Executive Session would be extended to 11:10 a.m. At 11:10 a.m. the Board returned to open session and Mr. Sanchez reported no action had been taken during the Executive Session.

**Reaccreditation Report.** Dr. Ramsey presented a list of the commendations and recommendations that were a result of the reaccreditation study and reported on the meeting she and Dr. VanAusdle attended with the Northwest Commission on Colleges and Universities regarding the college's reaccreditation; noting the outcome appeared very positive and the final, formal results letter was expected soon.

Dr. Schirman moved and Mr. McQuary seconded that the recommendations noted in the reaccreditation report by the Northwest Commission on Colleges and Universities be brought before the Board of Trustees at a future meeting for more careful consideration. *Motion carried.*

**Faculty Recognition.** Dr. Ramsey introduced Anne Nelson, Business Management Instructor, and recognized and congratulated her on achieving tenure.

#### **Personnel.**

**Appointments:** Mrs. Hartford highlighted the background information and qualifications for the appointment of Jacquelynn Hanvey, Clinical Nursing Educator at the Clarkston Campus.

**Resignations/Retirements.** Mrs. Hartford reported on the retirement of Linda Andrews, Humanities Instructor.

#### **Update on Presidential Search.**

**Composition and Appointment of Presidential Search Advisory Committee.** Mrs. Fugman-Small reviewed the procedure used to apply for consideration for the Presidential Search Advisory Committee and, as approved at the January 20, 2016 Board meeting, noted the Committee would be comprised of one student; three faculty members representing Arts & Sciences, Workforce, and the Clarkston Campus; one classified staff representative; two exempt staff representatives; one representative from the Foundation Board of Governors; and three community members, along with Trustees Fugman-Small and McQuary and Mrs. Hartford as ex-officio. Mrs. Fugman-Small recommended the following as members of the Presidential Search Advisory Committee: Student – Ross Lake; Faculty members – Ruth Russo, David Bailey, Linda Lane; Classified staff – Melissa Rodriguez; Exempt staff – Jessica Gilmore and Richard Middleton-Kaplan; Sergio Hernandez – Foundation Board of Governors; Walla Walla community – Kip Kelly; Dayton community – Richard Jones; and Clarkston community – Mike Tatko.

Dr. Schirman moved and Mrs. Fugman-Small seconded to accept the recommended individuals as presented as the Presidential Search Advisory Committee. *Motion carried.*

**Adopt Request for Proposals for Search Consultant.** Mrs. Fugman-Small reviewed a draft Request for Proposals (RFP) for a Presidential Search Consultant, noting once the RFP was approved, it would be distributed to over 75 different vendors with a February 11, 2016 due date. The RFPs would then be narrowed to three vendors and those vendors may be required to appear before the Board of Trustees at a special meeting.

Dr. Schirman moved and Mr. McQuary seconded to accept the Request for Proposals for Executive Search Firm as presented, with the following change: Section 3.4, final paragraph, last sentence, "The Board may or may not select all services offered by the Consultant." The word "all" to be changed to "any." *Motion carried.*

**Next Steps.** The Board discussed the next steps in the presidential search process, including the development of the candidate profile; i.e., establishing criteria, qualifications, parameters, etc., to then be communicated to the Presidential Search Advisory Committee and the Search Consultant as they prepare the draft presidential profile for final Board approval. By consensus, It was agreed to schedule two Special Board Meetings for presentations by finalists for the Presidential Search Consultant and for further discussions on the presidential profile. The Special Board Meetings are to be held February 1, 2016, beginning at 9:00 a.m., and February 24, 2016, beginning at 9:00 a.m., both on the Walla Walla campus.

**Legislative Update.** Dr. VanAusdle reported a bill had been sponsored by Senator Hewitt to use state funds for academic education at corrections facilities.

**Adjournment.** The meeting adjourned at 12:10 p.m.

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Steven L. VanAusdle, President

ATTEST:

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Miguel Sanchez, Chair  
Board of Trustees



## Walla Walla Community College

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Walla Walla, WA 99362-9267  
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**Tab 1**

**Page 1**

DATE: February 11, 2016

TO: WWCC Board of Trustees

FROM: Dr. Nick Velluzzi

RE: Interim Enrollment Report, Winter Quarter 2016

Key elements of the report include:

- Net enrollment in state-support classes is **2,955.3 FTE**, down -26.5 FTE or -0.9% from this time last year. Unduplicated headcount is 4,011.
- Walla Walla daytime enrollment is **1,880 FTE**, down -28.6 FTE or -1.5% from last year. Evening enrollment is currently **150.3 FTE**, up 23 FTE or 18.1% from this time last year.
- Clarkston daytime enrollment is **320.3 FTE**, down -50.4 FTE or -13.6%. Evening is presently **65.4 FTE**, up 11.2 FTE or 20.6% from last winter.
- Distance Education enrollment is **344.8 FTE**, up 16.8 FTE or 5.1% from this time last year.
- Department of Corrections enrollment is **1,081 FTE**, down -144.3 FTE or -11.8%. Unduplicated headcount is currently 1,537.
  - **WSP** is reporting **551.9 FTE**, down -119.4 FTE or -17.8% from this time last year. Unduplicated headcount is 772.
  - **Coyote Ridge** is reporting **529.1 FTE**, down -25 FTE or -4.5% from this time last year. Unduplicated headcount is 765.
- **Running Start** is reporting **134.8 FTE**, down 14.1 FTE or -2.9% from this time last year. Unduplicated headcount is 186, down from 227 last winter. **AEP** is reporting **89.1 FTE**, up 3.3 FTE or 3.8% from last year. Unduplicated headcount is 100, an increase of two from this point last year.
- Total enrollment is currently **4110.7 FTE**, which is down -161.9 FTE or -3.8% from this time last year. Unduplicated headcount is 5,548, a decline from 5,801 at this point last year.



# INTERIM WINTER 2016 ENROLLMENT BOARD REPORT

Updated 2/11/16

Winter 2015 to Winter 2016

Tab 1  
Page 2

FTE ENROLLMENT				NET	Undupl. Headcount				GROSS
ADMIN UNIT	DESCRIPTION	2/12/2015	2/11/2016	DIFF	2/11/15	2/11/2016	2/12/2015	2/11/2016	DIFF
AC	TRADES	204.8	205.8	1.0			206.2	207.6	1.4
AD	TRANSITIONAL	257.7	294.4	36.7			264.4	299.4	35.0
AK	ARTS & SCIENCES	775.5	764.6	-10.9			897.7	874.5	-23.2
AM	HEALTH SCIENCES	111.7	111.8	0.1			111.7	111.8	0.1
AP	BUSINESS, ENT., & HOSP.	325.8	290.7	-35.1			330.5	297.7	-32.8
AR	AG ENERGY & ENVIRONMENT	204.7	191.7	-13.0			205.3	195.0	-10.2
<b>**A**</b>	<b>TOTAL - WW DAY</b>	<b>1,908.6</b>	<b>1,880.0</b>	<b>-28.6</b>	<b>2,635</b>	<b>2,637</b>	<b>2,044.8</b>	<b>2,007.1</b>	<b>-37.7</b>
BC	TRADES	23.3	22.7	-0.6			24.6	22.7	-1.9
BD	TRANSITIONAL	4.6	11.9	7.3			4.6	12.2	7.6
BH	EXTENDED LEARNING	75.9	55.0	-20.8			80.0	57.8	-22.2
BK	ARTS & SCIENCES	0.0	12.0	12.0			0.0	12.0	12.0
BM	HEALTH SCIENCES	7.6	16.7	9.1			7.6	16.7	9.1
BP	BUSINESS, ENT., & HOSP.	11.0	32.1	21.1			11.6	32.6	21.0
BR	AG ENERGY & ENVIRONMENT	5.0	0.0	-5.0			5.0	0.0	-5.0
<b>**B**</b>	<b>TOTAL - WW EVE</b>	<b>127.3</b>	<b>150.3</b>	<b>23.0</b>	<b>153</b>	<b>189</b>	<b>133.4</b>	<b>154.0</b>	<b>20.6</b>
DJ	ALL OTHER	270.7	216.1	-54.6			289.9	242.0	-47.9
DM	HEALTH SCIENCES	100.1	93.3	-6.8			105.7	93.3	-12.4
DR	AG ENERGY & ENVIRONMENT	0.0	11.0	11.0			0.0	11.0	11.0
<b>**D**</b>	<b>TOTAL - CLK DAY</b>	<b>370.7</b>	<b>320.3</b>	<b>-50.4</b>	<b>379</b>	<b>251</b>	<b>395.5</b>	<b>346.2</b>	<b>-49.3</b>
EJ	ALL OTHER	54.2	46.9	-7.3			59.5	53.2	-6.4
EM	HEALTH SCIENCES	0.0	18.5	18.5			0.0	18.5	18.5
<b>**E**</b>	<b>TOTAL - CLK EVE</b>	<b>54.2</b>	<b>65.4</b>	<b>11.2</b>	<b>151</b>	<b>161</b>	<b>59.5</b>	<b>71.6</b>	<b>12.1</b>
WC	TRADES	0.0	1.6	1.6			0.0	1.6	1.6
WD	TRANSITIONAL	6.6	11.3	4.7			6.6	11.3	4.7
WH	EXTENDED LEARNING	269.3	247.8	-21.4			292.4	278.5	-13.9
WK	ARTS & SCIENCES	4.5	22.0	17.6			5.2	23.5	18.3
WM	HEALTH SCIENCES	24.7	28.0	3.4			24.8	28.1	3.3
WP	BUSINESS, ENT., & HOSP.	0.0	3.0	3.0			0.0	3.3	3.3
WR	AG ENERGY & ENVIRONMENT	23.0	31.0	8.0			24.2	31.3	7.1
<b>**W**</b>	<b>TOTAL - DISTANCE ED</b>	<b>328.0</b>	<b>344.8</b>	<b>16.8</b>	<b>307</b>	<b>389</b>	<b>353.2</b>	<b>377.6</b>	<b>24.4</b>
<b>OTHER LOCATIONS</b>		<b>192.9</b>	<b>194.6</b>	<b>1.7</b>	<b>502</b>	<b>384</b>	<b>201.1</b>	<b>194.6</b>	<b>-6.6</b>
<b>***TOTAL STATE SUPPORTED***</b>		<b>2,981.7</b>	<b>2,955.3</b>	<b>-26.5</b>	<b>4,127</b>	<b>4,011</b>	<b>3,187.5</b>	<b>3,151.1</b>	<b>-36.4</b>
CE	OFFENDER CHANGE	18.3	10.1	-8.3			18.3	10.1	-8.3
CF	PROF-TECH	335.7	260.8	-74.9			335.7	260.8	-74.9
CG	BASIC SKILLS	266.2	241.8	-24.4			266.2	244.0	-22.2
CQ	ACADEMIC TRANSFER	51.0	39.2	-11.8			51.7	40.8	-10.9
<b>*C*</b>	<b>TOTAL - WSP</b>	<b>671.3</b>	<b>551.9</b>	<b>-119.4</b>	<b>883</b>	<b>772</b>	<b>671.9</b>	<b>555.7</b>	<b>-116.3</b>
RE	OFFENDER CHANGE	19.6	19.1	-0.5			19.6	22.1	2.5
RF	PROF-TECH	209.5	206.9	-2.7			209.5	206.9	-2.7
RG	BASIC SKILLS	272.4	250.3	-22.1			272.4	250.3	-22.1
RQ	ACADEMIC TRANSFER	52.5	52.9	0.3			52.5	52.9	0.3
<b>*R*</b>	<b>TOTAL - CRCC</b>	<b>554.1</b>	<b>529.1</b>	<b>-25.0</b>	<b>791</b>	<b>765</b>	<b>554.1</b>	<b>532.1</b>	<b>-22.0</b>
<b>TOTAL DOC</b>		<b>1,225.4</b>	<b>1,081.0</b>	<b>-144.3</b>	<b>1,674</b>	<b>1,537</b>	<b>1,226.0</b>	<b>1,087.8</b>	<b>-138.2</b>
<b>OTHER CONTRACT</b>		<b>51.7</b>	<b>61.3</b>	<b>9.6</b>			<b>56.8</b>	<b>71.3</b>	<b>14.5</b>
<b>***TOTAL CONTRACT FUNDED***</b>		<b>1,277.1</b>	<b>1,142.3</b>	<b>-134.8</b>			<b>1,282.8</b>	<b>1,159.1</b>	<b>-123.7</b>
<b>***TOTAL SELF SUPPORTED***</b>		<b>13.7</b>	<b>13.1</b>	<b>-0.7</b>			<b>13.7</b>	<b>13.3</b>	<b>-0.5</b>
<b>***TOTAL ALL FUNDS***</b>		<b>4,272.6</b>	<b>4,110.7</b>	<b>-161.9</b>	<b>5,801</b>	<b>5,548</b>	<b>4,484.1</b>	<b>4,323.5</b>	<b>-160.6</b>

Running Start, FTES are "billable" FTES	227	186	138.8	134.8	-4.1
Alternative Education Program, FTES are "billable" FTES	98	100	85.8	89.1	3.3

## WALLA WALLA COMMUNITY COLLEGE - January 2016

2015-2016 Approved Budget	December Adjusted Budget	January Adjusted Budget	Difference	Revenue to Date	% of Annual Budget	Prior Year Activity to Date	% of Prior Budget
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## REVENUE:

## State Funds:

Base Allocation	\$14,299,799	\$14,171,649	\$14,171,649	\$0	\$7,474,507	52.74%	\$6,841,625	53.16%
Opportunity Grant	461,412	461,412	461,412	0	252,460	54.71%	274,977	59.59%
Worker Retraining	1,945,698	2,073,823	2,073,823	0	1,265,899	61.04%	1,096,812	56.37%
<b>Total State:</b>	<b>\$16,706,909</b>	<b>\$16,706,884</b>	<b>\$16,706,884</b>	<b>\$0</b>	<b>\$8,992,866</b>	<b>53.83%</b>	<b>\$8,213,414</b>	<b>53.76%</b>

## Local Funds:

## General:

Operating Fees	\$8,833,723	\$8,083,073	\$8,083,073	\$0	\$5,556,882	68.75%	\$5,842,422	66.51%
General Local	1,578,900	1,528,900	1,528,900	0	972,476	63.61%	986,128	64.29%
Alternative Education Program	445,000	445,000	445,000	0	190,007	42.70%	0	0.00%
Running Start	750,000	750,000	750,000	0	261,320	34.84%	29,306	4.28%
Foundation Support	200,000	200,000	200,000	0	100,000	50.00%	70,000	50.00%
Corrections Ed.-Indirect	637,268	639,570	639,570	0	298,865	46.73%	297,580	45.39%
Excess Enrollment from FY15	0	0	0	0	0	0.00%	131,250	58.33%
Carry-Forward & Use of Reserves	348,575	848,575	848,575	0	495,002	58.33%	72,917	58.33%
<b>Total General:</b>	<b>\$12,793,466</b>	<b>\$12,495,118</b>	<b>\$12,495,118</b>	<b>\$0</b>	<b>\$7,874,552</b>	<b>63.02%</b>	<b>\$7,429,603</b>	<b>59.16%</b>

## Self-Support:

Community Service	75,000	75,000	75,000	0	55,417	73.89%	61,181	81.57%
Ancillary Programs	200,000	200,000	200,000	0	282,331	141.17%	383,678	47.96%
<b>Total Self Support:</b>	<b>\$275,000</b>	<b>\$275,000</b>	<b>\$275,000</b>	<b>\$0</b>	<b>\$337,748</b>	<b>122.82%</b>	<b>\$444,859</b>	<b>50.84%</b>
<b>Total Local Funds</b>	<b>\$13,068,466</b>	<b>\$12,770,118</b>	<b>\$12,770,118</b>	<b>\$0</b>	<b>\$8,212,300</b>	<b>64.31%</b>	<b>\$7,874,462</b>	<b>58.62%</b>

## TOTAL REVENUE

\$29,775,375	\$29,477,002	\$29,477,002	\$0	\$17,205,166	58.37%	\$16,087,876	56.04%
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2015-2016 Approved Budget	December Adjusted Budget	January Adjusted Budget	Difference	Expenditures to Date	Encumbrances to Date	Total Activity to Date	% of Annual Budget	Prior Year Activity to Date	% of Prior Budget
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## EXPENDITURES:

## By Object

Salaries and Wages	\$18,289,641	\$18,160,506	\$18,079,270	(\$81,236)	\$9,455,867	\$0	\$9,455,867	52.30%	\$9,218,305	53.69%
Benefits	6,091,270	5,991,028	6,015,947	24,919	3,370,711	0	3,370,711	56.03%	2,862,141	56.69%
Rents	170,128	170,228	170,228	0	92,718	64,023	156,741	92.08%	163,400	98.36%
Utilities	835,355	835,355	835,355	0	422,513	0	422,513	50.58%	443,781	53.90%
Goods and Services	2,457,966	2,306,637	2,356,365	49,728	1,620,443	548,995	2,169,438	92.07%	1,853,410	62.14%
Travel	238,576	260,335	265,335	5,000	220,981	880	221,861	83.62%	204,944	75.91%
Equipment	292,702	341,231	342,320	1,089	202,760	30,458	233,218	68.13%	264,295	30.03%
Subsidies/Transfers/Debt Service	1,399,737	1,411,682	1,412,182	500	843,312	2,293	845,605	59.88%	932,716	68.09%
<b>Total by Object</b>	<b>\$29,775,375</b>	<b>\$29,477,002</b>	<b>\$29,477,002</b>	<b>\$0</b>	<b>\$16,229,305</b>	<b>\$646,649</b>	<b>\$16,875,954</b>	<b>57.25%</b>	<b>\$15,942,992</b>	<b>55.53%</b>

## By Program

Instruction	\$11,782,483	\$12,441,105	\$12,472,941	\$31,836	\$6,695,868	\$152,806	\$6,848,674	54.91%	\$6,258,522	52.69%
Community Service	75,000	75,000	75,000	0	34,940	0	34,940	46.59%	35,491	47.32%
Instructional Computing	386,028	392,644	392,644	0	224,615	8,755	233,370	59.44%	203,196	52.70%
Ancillary Programs	200,000	200,000	200,000	0	371,478	3,504	374,982	187.49%	345,525	43.19%
Academic Administration	2,914,826	3,116,718	3,146,139	29,421	1,769,646	1,658	1,771,304	56.30%	1,678,278	57.94%
Library Services	585,109	612,980	616,854	3,874	360,911	409	361,320	58.57%	361,835	60.91%
Student Services	3,672,634	3,829,029	3,838,404	9,375	2,266,373	6,000	2,272,373	59.20%	2,402,890	62.61%
Institutional Support	7,224,217	5,789,698	5,693,894	(95,804)	2,805,557	256,108	3,061,665	53.77%	2,805,463	52.36%
Facility Services	2,935,078	3,019,828	3,041,126	21,298	1,699,917	217,409	1,917,326	63.05%	1,851,792	64.23%
<b>Total by Program</b>	<b>\$29,775,375</b>	<b>\$29,477,002</b>	<b>\$29,477,002</b>	<b>\$0</b>	<b>\$16,229,305</b>	<b>\$646,649</b>	<b>\$16,875,954</b>	<b>57.25%</b>	<b>\$15,942,992</b>	<b>55.53%</b>

**WALLA WALLA COMMUNITY COLLEGE**  
**Grants and Contracts**  
**January 2016**

**Tab 2**

**Page 2**

	Current Month Changes	2015-2016 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>\$6,224,257</b>	<b>\$3,310,270</b>	<b>\$158,576</b>	<b>\$3,468,846</b>	<b>55.7%</b>	<b>\$2,755,411</b>	<b>\$2,844,565</b>	<b>\$624,281</b>
<b>State Funded</b>									
Carl Perkins Federal Vocational	\$0	\$403,732	\$214,502	\$8,049	\$222,551	55.1%	\$181,181	\$114,093	\$108,458
Perkins-Leadership Block Grant	0	16,000	3,000	0	3,000	18.8%	13,000	0	3,000
WSP Perkins-Special Projects	0	23,533	16,755	5,985	22,740	96.6%	793	691	22,049
CRCC Perkins-Special Projects	0	12,825	12,825	0	12,825	100.0%	0	3,661	9,164
Workfirst	0	258,729	124,247	0	124,247	48.0%	134,482	108,894	15,353
Water Management Center	0	363,750	213,353	891	214,244	58.9%	149,506	181,875	32,369
Dept. of Ecology - Titus Creek Project	0	40,000	0	0	0	0.0%	40,000	0	0
State Work Study	13,866	54,546	25,577	0	25,577	46.9%	28,969	25,000	577
Ag Center USDA Grant	0	1,401,728	269,191	310,102	579,293	41.3%	822,435	173,676	405,617
TAACCCT Grant	0	846,056	249,176	0	249,176	29.5%	596,880	139,195	109,981
Early Achiever Opportunity Grant	0	88,800	51,806	0	51,806	58.3%	36,994	0	51,806
Department of Early Learning - ECEAP	0	219,930	3,916	0	3,916	1.8%	216,014	0	3,916
I-DEA Grant	0	29,882	15,468	4,781	20,249	67.8%	9,633	11,623	8,626
Adult Basic Education	0	113,971	57,774	0	57,774	50.7%	56,197	45,489	12,285
EI Civics	0	23,328	10,076	0	10,076	43.2%	13,252	7,540	2,536
Basic Food Employment & Training	0	303,381	136,038	0	136,038	44.8%	167,343	131,378	4,660
Central Washington University	0	15,000	9,107	0	9,107	60.7%	5,893	15,000	(5,893)
WIOA Transitional Studies	0	17,814	81	0	81	0.5%	17,733	81	0
I-DEA SBCTC Assistance	0	3,900	3,874	0	3,874	99.3%	26	3,874	0
ABE Leadership Block Grant	0	5,563	860	0	860	15.5%	4,703	150	710
Miscellaneous SBCTC Grants	0	1,000	0	0	0	0.0%	1,000	0	0
<b>Total State Funded</b>	<b>\$13,866</b>	<b>\$4,243,468</b>	<b>\$1,417,626</b>	<b>\$329,808</b>	<b>\$1,747,434</b>		<b>\$2,496,034</b>	<b>\$962,220</b>	<b>\$785,214</b>
<b>Federal Funded</b>									
Student Support Services (SSS) FY 15-20	\$0	\$398,840	\$168,705	\$0	\$168,705	42.3%	\$230,135	\$100,561	\$68,144
Student Support Services (SSS) FY 10-15	0	35,629	35,629	0	35,629	100.0%	0	35,629	0
Title III	0	238,244	238,244	0	238,244	100.0%	0	238,244	0
USDA - National Institute of Food & Ag	0	84,344	42,390	0	42,390	50.3%	41,954	42,390	0
College Work Study	0	101,920	50,627	0	50,627	49.7%	51,293	44,159	6,468
<b>Total Federal Funded</b>	<b>\$0</b>	<b>\$858,977</b>	<b>\$535,595</b>	<b>\$0</b>	<b>\$535,595</b>		<b>\$323,382</b>	<b>\$460,983</b>	<b>\$74,612</b>
<b>Private Funded</b>									
Customized Contract Training	\$0	\$50,000	\$6,444	\$0	\$6,444	12.9%	\$43,556	\$4,774	\$1,670
EMS Trauma Training	0	7,000	2,700	0	2,700	38.6%	4,300	1,588	1,112
Parent Co-op	0	80,000	22,609	0	22,609	28.3%	57,391	21,821	788
Child Care Aware	0	182,229	55,820	242	56,062	30.8%	126,167	23,121	32,941
Corrections Ed AA Degree - Sunshine Lady	0	248,562	138,394	10,000	148,394	59.7%	100,168	93,562	54,832
Corrections Ed AA Degree - Seattle Foundation	0	34,623	34,623	0	34,623	100.0%	0	34,623	0
Working Families Support Network	0	73,551	31,320	0	31,320	42.6%	42,231	13,551	17,769
Project Finish Line	0	6,192	1,475	0	1,475	23.8%	4,717	6,192	(4,717)
ESD 123 Consulting & Home Services	0	60,770	7,231	0	7,231	11.9%	53,539	21,245	(14,014)
Legacy for Health - Tobacco Free Initiative	0	5,000	2,030	0	2,030	40.6%	2,970	5,000	(2,970)
Avista	0	47,905	22,552	0	22,552	47.1%	25,353	47,905	(25,353)
<b>Total Private Funded</b>	<b>\$0</b>	<b>\$795,832</b>	<b>\$325,198</b>	<b>\$10,242</b>	<b>\$335,440</b>		<b>\$460,392</b>	<b>\$273,382</b>	<b>\$62,058</b>
<b>Fiscal Agent Contracts</b>									
Community Network	\$0	\$81,122	\$29,066	\$0	\$29,066	35.8%	\$52,056	\$43,788	(\$14,722)
Early Learning Coalition (ELC)	0	53,957	32,762	0	32,762	60.7%	21,195	30,884	1,878
Snake River Salmon Recovery Board (SRSRB)	0	398,588	204,459	62,481	266,940	67.0%	131,648	138,064	128,876
Bonneville Power Administration (SRSRB)	0	244,751	109,706	67,899	177,605	72.6%	67,146	54,991	122,614
<b>Total Fiscal Agent Contracts</b>	<b>\$0</b>	<b>\$778,418</b>	<b>\$375,993</b>	<b>\$130,380</b>	<b>\$506,373</b>		<b>\$272,045</b>	<b>\$267,727</b>	<b>\$238,646</b>
<b>TOTAL</b>	<b>\$13,866</b>	<b>\$12,900,952</b>	<b>\$5,964,682</b>	<b>\$629,006</b>	<b>\$6,593,688</b>	<b>51.1%</b>	<b>\$6,307,264</b>	<b>\$4,808,877</b>	<b>\$1,784,811</b>



# Walla Walla Community College

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Walla Walla, WA 99362  
(509) 522-2500  
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## Tab 3

February 10, 2016

From: Davina Fogg  
Vice President of Financial and Administrative Services

Re: 2015-2016 Capital Budget Status Report - January 2015

Type	Code	Project Classification & Title	Budget	Encumbrances	Expenditures	Balance
<b>2015-2017 Appropriations</b>						
S	4Z7A	2015-17 Repairs and Minor Improvements	\$ 472,800	\$ 11,068	\$ 72,407	\$ 389,325
S	4Z7B	2015-17 FR - HVAC Equipment	\$ -	\$ -	\$ -	\$ -
S	4Z7C	2015-17 FR - Reglaze/Replace Windows	\$ 44,000	\$ 44,000	\$ -	\$ -
S	4Z7D	2015-17 FR - Replace/Repair Doors	\$ 65,000	\$ 65,000	\$ -	\$ -
S	4Z7E	2015-17 FR - HVAC CAV boxes, Main Bldg.	\$ -	\$ -	\$ -	\$ -
S	4Z7F	2015-17 FR - HVAC Circulation Pumps, Main Bldg.	\$ -	\$ -	\$ -	\$ -
S	4Z7G	2015-17 FR - HVAC Dampers, Main Bldg.	\$ -	\$ -	\$ -	\$ -
S	4Z7P	2015-17 FR - HVAC Main Building	\$ 540,000	\$ -	\$ -	\$ 540,000
S	4Z7H	2015-17 FR - Replace Tech Center Generators	\$ 87,000	\$ 3,801	\$ -	\$ 83,199
S	4Z7K	2015-17 SR - Sidewalk Replacement	\$ 29,000	\$ -	\$ 28,229	\$ 771
S	4Z7L	2015-17 SR - Water Line Replacement	\$ 72,000	\$ -	\$ 5,143	\$ 66,857
S	4Z7M	2015-17 SR - Repair Wooden Bridges	\$ 65,000	\$ 7,005	\$ -	\$ 57,995
S	4Z7N	2015-17 MW - Clarkston Workforce and Bus. Dev. Ctr.	\$ 760,000	\$ -	\$ -	\$ 760,000
		<b>TOTAL</b>	<b>\$ 2,134,800</b>	<b>\$ 130,874</b>	<b>\$ 105,779</b>	<b>\$ 1,898,147</b>
<b>2013-2015 Appropriations</b>						
S	4Z5A	2013-15 Repairs and Minor Improvements	\$ 31,669	\$ -	\$ 31,669	\$ -
S	4Z5C	2013-15 FR - Diesel/Oil Water Separator	\$ 7,126	\$ -	\$ 141	\$ 6,985
S	4Z5I	2013-15 FR - Clarkston Heat Pumps	\$ 12,907	\$ -	\$ 12,907	\$ -
S	4Z5K	2013-15 MW - WW Campus Business Office	\$ 2,598	\$ -	\$ 2,598	\$ -
S	4Z5U	2013-15 RR - Main Bldg. Roof, Section 2	\$ 14,369	\$ -	\$ 14,369	\$ -
		<b>TOTAL</b>	<b>\$ 68,669</b>	<b>\$ -</b>	<b>\$ 61,684</b>	<b>\$ 6,985</b>
<b>Local Funds and Grants</b>						
L/G/C	4Z72	EDA - Clarkston Workforce and Bus. Dev. Ctr.	\$ 4,674,398	\$ 119,157	\$ 285,724	\$ 4,269,517
		<b>TOTAL</b>	<b>\$ 4,674,398</b>	<b>\$ 119,157</b>	<b>\$ 285,724</b>	<b>\$ 4,269,517</b>
		<b>TOTAL ALL FUNDS</b>	<b>\$ 6,877,867</b>	<b>\$ 250,031</b>	<b>\$ 453,187</b>	<b>\$ 6,174,649</b>

Percent Uncommitted 89.8%

Fund Types:

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

Project Classifications:

FR - Facility Repair SR - Site Repair RR - Roof Repair MW - Minor Works

## 2016 MAY

- 11 Advising Day (most day classes cancelled)
- 13 Last day to drop Spring classes
- 16 Summer and Fall Registration Begins for Returning Students
- 23 Summer Registration Begins for New Students
- 30 Holiday (College Closed) Memorial Day

## JUNE

- 8-10 Spring Quarter Exams
- 10 Spring Quarter Ends
- 10 Summer Tuition Due
- 10 Clarkston Center Recognition of Graduates
- 11 Walla Walla Campus Recognition of Graduates
- 13-14 Faculty Option Days
- 14 Spring Grades Due to Registrar by 5:00 p.m.
- 20 Summer Quarter Begins
- 24 Sustainability Day (College Closed)

## JULY

- 1 Sustainability Day (College Closed)
- 4 Holiday (College Closed) Independence Day
- 8 Sustainability Day (College Closed)
- 15 Sustainability Day (College Closed)
- 22 Sustainability Day (College Closed)
- xx Last day to drop Summer Session Classes
- 29 Sustainability Day (College Closed)

## AUGUST

- 4 Summer Quarter Final Exams
- 4 Summer Quarter Ends
- 5 Sustainability Day (College Closed)
- 9 Summer Grades Due to Registrar by 5 p.m.
- 12 Sustainability Day (College Closed)
- 19 Sustainability Day (College Closed)
- 26 Sustainability Day (College Closed)
- 26 WSP Summer Quarter Ends

## 2016 SEPTEMBER

- 1 Faculty Option days
- 2 Sustainability Day (College Closed)
- 5 Holiday (College Closed) Labor Day
- 6-16 Required faculty contract days
- 8, 9 Faculty In-Service
- 9 Fall Tuition Due
- 19 Fall Quarter Begins--54 Teaching, Exam, Advising Days

## NOVEMBER

- 4 Winter Quarter Final eSchedule available
- 4 Last day to drop Fall classes
- 8 Advising Day (most day classes cancelled)
- 11 Holiday (College Closed) Veterans Day
- 21-22 Faculty Option Days--No Class Sessions
- 23 Sustainability Day (College Closed)
- 24-25 Holiday (College Closed) Thanksgiving
- 28 Winter Quarter Registration Begins for Returning Students

## DECEMBER

- 5 Winter Quarter Registration begins for New Students
- 7-9 Fall Quarter Exams
- 9 Fall Quarter Ends
- 12-16 Faculty Option Days--No Class Sessions
- 13 Fall Grades Due to Registrar by 5:00 p.m.
- 23 Sustainability Day (College Closed)
- 26 Holiday (College Closed) Christmas
- 27 Winter Tuition Due

## 2017 JANUARY

- 2 Holiday (College Closed) New Year's Day
- 3 Winter Quarter Begins--52 Teaching, Exam, Advising Days
- 16 Holiday (College Closed) Martin L. King Day

## FEBRUARY

- 10 Spring Quarter Final eSchedule available
- 17 Last day to drop Winter classes
- 20 Holiday (College Closed) Presidents' Day
- 23 Advising Day (most day classes cancelled)
- 27 Spring Quarter Registration Begins for Returning Students

## MARCH

- 6 Spring Quarter Registration Begins for New Students
- 15-17 Winter Quarter Exams
- 17 Winter Quarter Ends
- 20 Spring Tuition Due
- 20-28 Faculty Option Days
- 20-27 Student Spring Break
- 28 ★ Required faculty contract day: Faculty & All College Professional Development
- 21 Winter Grades Due to Registrar by 5:00 p.m.
- 29 Spring Quarter Begins--52 Teaching, Exam, Advising Days

## APRIL

- 29 Summer and Fall Quarter Final eSchedules available

## 2017 MAY

- 10 Advising Day (most day classes cancelled)
- 15 Summer and Fall Registration Begins for Returning Students
- 23 Last day to drop Spring classes
- 29 Holiday (College Closed) Memorial Day
- 30 Summer Registration Begins for New Students

## JUNE

- 7-9 Spring Quarter Exams
- 9 Spring Quarter Ends
- 9 Summer Tuition Due
- 9 Clarkston Center Recognition of Graduates
- 10 Walla Walla Campus Recognition of Graduates
- 12-14 Faculty Option Days
- 13 Spring Grades Due to Registrar by 5:00 p.m.
- 19 Summer Quarter Begins

### May 2016

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

### December

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

### June

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

### January 2017

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

### July

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

### February

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

### August

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

### March

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

### September

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

### April

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

### October

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### May

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

### November

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### June

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						



**Sustainability Days**—College closed (paid leave options apply):  
June 24, July 1, 8, 15, 22, 29;  
August 5, 12, 19, 26; September 2,  
November 23, December 23

### Summer Quarter 2016

June 20-August 4  
June 20-August 26 (DOC Sites)

### Fall Quarter 2016

September 19-December 9  
(54 Teaching, Exam, Advising Days)

### Winter Quarter 2017

January 3-March 17  
(52 Teaching, Exam, Advising Days)

### Spring Quarter 2017

March 29-June 9  
(52 Teaching, Exam, Advising Days)

### Summer Quarter 2017

June 19 to August 3  
June 19-August 25 (DOC Sites)

★ March 28 is a required faculty contract day:  
Faculty & All College Professional Development

### Key

- No Classes in session
- College Closed
- College Closed—Sustainability Day Closures exclude DOC sites