



Board of Trustees, District No. 20  
Walla Walla Community College  
Rooms 185A, B, C  
WWCC Walla Walla Campus  
Wednesday | September 18, 2019 | 11:00 a.m.

### Study Session

#### All Times Are Estimates

- 11:00 a.m. Call to Order**
- 11:00 a.m. Tour New Education Building at North Campus (WSP)**  
*Washington State Penitentiary*
- 12:30 p.m. Travel to WWCC Walla Walla Campus**
- 12:45 p.m. Lunch Break**

### Board Meeting

#### All Times Are Estimates

- |                  |  |                |              |
|------------------|--|----------------|--------------|
| <b>1:30 p.m.</b> | <b>Approval of Agenda</b><br><i>Mr. Don McQuary, Chair</i>                                 | <b>Action</b>  |              |
| <b>1:32 p.m.</b> | <b>Consent Agenda</b><br><i>Mr. McQuary</i>  | <b>Action</b>  |              |
|                  | 1. June 26, 2019 Board Meeting Minutes   |                | <b>Tab 1</b> |
|                  | 2. August 29, 2019 Board Meeting Minutes   |                | <b>Tab 2</b> |
|                  | 3. Personnel Report  |                | <b>Tab 3</b> |
|                  | 4. Preliminary Fall 2019 Enrollment Report   |                | <b>Tab 4</b> |
| <b>1:35 p.m.</b> | <b>2018-19 Year-End Financial Report</b><br><i>Ms. Peggy Lauerman</i>                      |                | <b>Tab 5</b> |
| <b>1:45 p.m.</b> | <b>Approval of 2019-20 WWCC Operating Budget</b><br><i>Dr. Derek Brandes, Ms. Lauerman</i> | <b>Action</b>  | <b>Tab 6</b> |
| <b>2:05 p.m.</b> | <b>Preparation for President's Evaluation</b><br><i>Mrs. Sherry Hartford</i>               | <b>Discuss</b> | <b>Tab 7</b> |
| <b>2:15 p.m.</b> | <b>President's Report</b><br><i>Dr. Brandes</i>  | <b>Discuss</b> |              |
| <b>2:25 p.m.</b> | <b>Board of Trustees: Election of 2019-20 Officers</b>                                     | <b>Action</b>  |              |
| <b>2:35 p.m.</b> | <b>Board Reports / Remarks</b>   |                |              |
| <b>2:40 p.m.</b> | <b>New and Unscheduled Business</b>  | <b>Discuss</b> |              |

- 2:45 p.m.      Public Comment**  
*Persons wishing to express their views on any matter must sign up in advance and are limited to three minutes.*
- 3:00 p.m.      Recess to Executive Session to Review the Performance of a Public Employee**
- 3:30 p.m.      Adjourn**

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

The Board of Trustees of Community College District Number 20 met in regular session on Wednesday, June 29, 2019, in the Board Room on the Walla Walla Community College Walla Walla Campus. Mr. Don McQuary called the meeting to order at 11:00 a.m.

**Trustees present:** Mr. Don McQuary  
Mr. Tim Burt  
Mr. Sergio Hernandez  
Mr. Bill Warren

**Administrators present:** Dr. Derek Brandes, President  
Mr. Doug Bayne, Vice President, Advancement  
Mrs. Sherry Hartford, Vice President, Human Resources  
Dr. Chad Hickox, Vice President, Instruction  
Mr. Jerry Anhorn, Dean, Workforce Education & BAS Programs  
(via Zoom)  
Ms. Kathy Adamski, Dean, Health Science Education  
Ms. Jessica Cook, Executive Director, WWCC Foundation  
Ms. Denise Kammers, Dean, Corrections Education CRCC  
Dr. Richard Middleton-Kaplan, Dean, Arts & Sciences, Criminal  
Justice, Early Childhood & Parenting Education, and Human &  
Social Services  
Dr. Chad Miltenberger, Dean, WWCC Clarkston Campus  
Dr. Nick Velluzzi, Acting Assistant Vice President, Enrollment  
Management

**Also present:** Mr. Steven Foster, Assistant Attorney General  
Mr. Bryan Ovens, Assistant Attorney General  
Ms. Jerri Ramsey, Recording Secretary  
Mr. Dave Stockdale, Director of the Water & Environmental  
Center & Workforce Initiatives (via Zoom)

**Approval of Agenda.**

It was moved and seconded to approve the agenda for the June 26, 2019 Board of Trustees meeting, as presented. *Motion carried.*

**Partnership with Bordeaux Sciences Agro.** Marcus Rafanelli reported on the agreement between WWCC and the French university Bordeaux Sciences Agro (National School of Agronomic Sciences) whereby eligible WWCC students, upon completing their Associate of Science degree, may then study in France and complete their Bachelor's degree. Mr. Rafanelli also reported he was awarded the Powers Sabbatical Scholarship by the Washington Wine Industry Foundation which provided him the opportunity to travel to France to learn about oak; specifically, oak forest management and oak barrel production.

**Update on Kenya and Rwanda Recruiting.** Mr. Anhorn and Mr. Stockdale joined the meeting from Nairobi via Zoom to provide an update on their recruitment efforts in Kenya.

### **Consent Agenda.**

Mr. Burt moved and Mr. Warren seconded that the consent agenda items be approved or accepted, as appropriate: 1) April 17, 2019 Board Meeting Minutes; 2) May 3, 2019 Special Board Meeting Minutes; 3) May 15, 2019 Board Meeting Minutes; and 4) June 10, 2019 Special Board Meeting Minutes. *Motion carried.*

**Enrollment Report.** Dr. Velluzzi reported the Interim Spring Quarter enrollment showed state supported FTE at 2,197, down 9% from the close of the previous spring, and Preliminary Summer Quarter updated to the date of the meeting was reporting 584 FTE, down 18% from the close of the previous summer. Ms. Kathy Adamski explained the new mandate from the Nursing Commission restricting the College from educating LPNs during the summer, which impacted the summer enrollment. Dr. Velluzzi also highlighted planned changes in enrollment outreach and recruitment.

### **Approval of 2019-20 Student Services and Activities Fee Budgets.**

#### ➤ **Clarkston Campus and Walla Walla Campus.**

Mr. Hernandez moved and Mr. Burt seconded to approve both the 2019-20 Clarkston Campus and Walla Walla Campus Student Services and Activities Fee Budgets as presented. *Motion carried.*

### **Approval of 2019-20 Tuition Schedules and Student Program Fees.**

#### ➤ **2019-20 Tuition Schedules.**

Mr. Hernandez moved and Mr. Burt seconded to approve the 2019-20 Tuition Schedules – both Upper and Lower Divisions – as presented. *Motion carried.*

➤ **2019-20 Student Program Fees.**

Mr. Warren moved and Mr. Hernandez seconded to approve the 2019-20 Student Fee Schedule, as presented. *Motion carried.*

**2019-2020 Operating Budget Study Session.**

- **Budget Facts and Assumptions**
- **Comparison, Estimated Revenue**
- **Comparison, Estimated Expenses**
- **Summary, Grants and Contracts**

In a review of the first read of the proposed 2019-2020 Operating Budget, Dr. Brandes detailed the Budgeting Facts and Assumptions, Estimated Operating Revenue Comparisons, Estimated Expense Comparisons, and a summary of the Grants, Contracts, and Fiscal Agent Agreements. The First Read of the proposed Operating Budget indicated Total Revenues of \$32,915,701, Total Expenditures of \$34,523,509, and use of \$125,000 of Carry Forward and \$1,482,808 of Reserves / Fund Balance. Dr. Brandes noted the final proposed 2019-20 Budget would be presented for approval at the September 18, 2019 Board Meeting. The Board discussed the use of reserves and reserve policy.

**Approval of 2019-20 Athletics Budget.**

Mr. Burt moved and Mr. Hernandez seconded to approve the 2019-20 Athletics Budget as presented. *Motion carried.*

**Approval of the 2019-2020 Preliminary Operating Budget.**

Mr. Warren moved and Mr. Hernandez seconded to approve the 2019-20 Preliminary Operating Budget First Read for now and balance it with reserves, as presented. *Motion carried.*

**President's Report.** Dr. Brandes reviewed all the projects completed on the campuses within the compressed timeframe of a June 30 deadline and congratulated the college Facilities Crew for the efforts.

**Board Reports / Remarks**

➤ **2019 ACT Spring Conference.** Mr. McQuary reported the ACT Spring Conference was a success, that the participants enjoyed their time in Walla Walla and on the campus, and thanked everyone involved for their efforts.

**New and Unscheduled Business.**     None.

**Public Comment.** None.

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

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Derek R. Brandes, President

ATTEST:

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Mr. Don McQuary, Chair  
Board of Trustees

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

The Board of Trustees of Community College District Number 20 met in regular session on Thursday, August 29, 2019, in the Water & Environmental Center on the Walla Walla Community College Walla Walla Campus. Mr. Don McQuary called the meeting to order at 1:00 p.m.

**Trustees present:** Mr. Don McQuary  
Mr. Tim Burt  
Mrs. Darcey Fugman-Small  
Mr. Sergio Hernandez  
Mr. Bill Warren

**Administrators present:** Dr. Derek Brandes, President  
Mr. Jerry Anhorn, Acting VP of Strategic Initiatives, Workforce,  
And Operations  
Mrs. Sherry Hartford, Vice President, Human Resources  
Dr. Chad Hickox, Executive Vice President/Provost  
Ms. Peggy Lauerman, Acting Vice President, Business Services  
Ms. Kathy Adamski, Dean, Health Science Education  
Mr. Brent Caulk, Dean, Corrections Education, WSP  
Ms. Jessica Cook, Executive Director, WWCC Foundation  
Dr. Richard Middleton-Kaplan, Dean, Arts & Sciences, Criminal  
Justice, Early Childhood & Parenting Education, and Human &  
Social Services  
Dr. Nick Velluzzi, Vice President, Enrollment Services  
Ms. Cindy Walker, Dean, Workforce Education

**Also present:** Ms. Margarita Banderas, Director, Equity, Diversity, & Inclusion  
Ms. Lisa Chamberlin, Director, eLearning  
Mr. Shane Loper, Executive Director, Facilities & Capital Projects  
Ms. Susie Pearson, Dean, Transitional Studies  
Mr. Bryan Ovens, Assistant Attorney General  
Ms. Jerri Ramsey, Recording Secretary  
Ms. Nadine Stecklein, Director, Student Life  
Mr. Dave Stockdale, Director, Water & Environmental  
Center & Workforce Initiatives (via Zoom)

## **Approval of Agenda.**

Mrs. Fugman-Small moved and Mr. Hernandez seconded to approve the agenda for the August 29, 2019 Board of Trustees meeting, as presented. *Motion carried.*

## **Consent Agenda.**

Mr. Burt moved and Mrs. Fugman-Small seconded that the consent agenda items be approved or accepted, as appropriate: 1) Personnel Report; 2) 2018-19 Final Annualized Enrollment Report; and 3) Final Summer 2019 Enrollment Report. *Motion carried.*

**Consider Approval of Resolution #19-08-01 Requesting Temporary Waiver from High School Graduation Requirements.** Dr. Hickox presented the resolution explaining it would allow students in graduating classes beginning in 2021 and returning to college to meet the same graduation requirements adopted by the local school districts vs the higher 24-credit requirement legislated to start with the graduating class of 2019.

Mr. Burt moved and Mr. Warren seconded that the Board approve Resolution #19-08-01 regarding a temporary waiver from high school graduation requirements as presented and attached to these minutes. *Motion carried.*

**2019-20 WWCC Operating Budget – First Read.** Dr. Brandes introduced Peggy Lauerman as the Interim Vice President of Business Services. Ms. Lauerman noted a final, detailed operating budget would be presented for the Board's approval at the September Board meeting and reviewed updated financial information for the year ending June 30, 2019, including: Local funds operating margin both with and without reserves; operating funds reserves to operating expenditures for the period 2011 to 2019; the reliance on reserves for the period 2014-15 to 2018-19; and revised 2019-20 budget assumptions of \$33,473,122 in expenditures, \$31,883,123 in revenues, and use of \$1,589,999 in reserves.

**Preparation for President's Evaluation.** Mrs. Hartford reviewed with the Board the document to be used in the annual evaluation of the President as well as the process that would be followed; noting if the Board wished to make any changes, they would be incorporated and the final document and process would be presented to the Board at the September Board meeting.

**President's Report.** Dr. Brandes reported the College had received an additional \$25,000 Job Skills grant to be used toward the Industrial Maintenance Training program in Burbank.



Shane Loper provided an overview of the upcoming and in-progress capital projects occurring on both the Walla Walla and Clarkston campuses.

Dr. Hickox reviewed the upcoming two-week Fall Conference.

Dr. Brandes reported, with the approval of the Board, the September 18, 2019 Board of Trustees meeting would be held on the Walla Walla campus vs the Clarkston campus. By consensus, the Board approved.

**Board Reports / Remarks.** None.

**Review to Executive Session to Review the Performance of a Public Employee.** At 2:00 p.m. the Board recessed to Executive Session to review the performance of a public employee with an anticipated return time of 3:00 p.m. The Board returned to open session at 3:00 p.m. and Mr. McQuary reported no action had been taken during the Executive Session.

**New and Unscheduled Business.** None.

**Public Comment.** None.

**Adjournment.** The meeting adjourned at 3:05 p.m.

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Derek R. Brandes, President

ATTEST:

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Mr. Don McQuary, Chair  
Board of Trustees



## Walla Walla Community College

### Resolution 19-08-01

Whereas, Walla Walla Community College (WWCC) grants high school diplomas through the adult high school completion program, and

Whereas, WWCC ensures that students complete the minimum graduation requirements that pertain to their graduating class (as determined by the date they entered ninth grade), set forth in WAC Chapter 180-51, and

Whereas, in 2014, WAC 180-51-068 implemented a 24-credit graduation requirement beginning with the Class of 2019 (students entering ninth grade on or after July 1, 2015), and

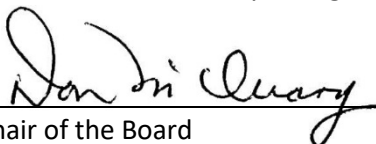
Whereas, due to the significant change in requirements, WAC 180-51-068 also allows districts to apply for a temporary waiver from these requirements, and

Whereas, the temporary waiver from high school graduation requirements allows a public school, private school, or community college to delay implementation of the 24-credit graduation requirements in WAC 180-51-068. By utilizing this waiver, students will need to meet the requirements of WAC 180-51-067 rather than the requirements of WAC 180-51-068. For Walla Walla Community College, this allows for alignment with local high schools that are using the lower requirements and increased access to high school diploma completion for our students.

Now, Therefore, Be It Resolved, that the Walla Walla Community College Board of Trustees does hereby approve a resolution, as required by WAC 180-51-068, to request a temporary waiver from the high school graduation requirements directed by Chapter 217, Laws of 2014 (E2SSB 6552) beginning with the graduating class of 2021, instead of the graduating class of 2019.

Passed and Adopted in Open Meeting by the Board of Trustees of Walla Walla Community College, District No. 20, this 29th day of August, 2019.

Board of Trustees  
Walla Walla Community College

  
Chair of the Board

## WALLA WALLA COMMUNITY COLLEGE

### MEMORANDUM

**DATE:** September 12, 2019  
**TO:** Board of Trustees  
**FROM:** Sherry Hartford, Vice President of Human Resources  
**SUBJECT:** Personnel Update

#### Retirements/Resignations/Separations, August 2019

Anderson, Brenda – FTF, Nursing

Elgin, Nicholas - Custodian 2



## Walla Walla Community College

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

DATE: September 12, 2019

TO: Board of Trustees

FROM: Dr. Nick Velluzzi

RE: Preliminary Fall Quarter Enrollment

The corresponding tab provides a preliminary enrollment report for Fall Quarter 2019.

- State-supported enrollment for Fall Quarter is reporting 2,188 FTE, a decline of 179 FTE (about 7.5%) from the **close** of Fall Quarter 2018. The last day to register for Fall Quarter is 18 September.
- Due to the lagged timing of enrolling students in corrections education, contract enrollment is reporting 326 FTE. By the time of the regular October enrollment report, corrections education programs will have enrolled students, resulting in more robust contract enrollment.
- Self-support enrollment is reporting 10 FTE, which is down from 31 last Fall Quarter. Self-support enrollment will increase over the course of the quarter.
- Enrollment in the Bachelors of Applied Science (BAS) programs is reporting 44 FTE, up from 3 FTE last fall.
- International Programs is reporting 9 FTE for Fall Quarter 2019, which is down from 20 FTE last fall.

# WWCC Enrollment Report for Fall 2019

As of September 13, 2019

All current and future quarter FTEs are estimates and subject to change. Historical FTEs match SBCTC official records.

## FTE by Funding Source

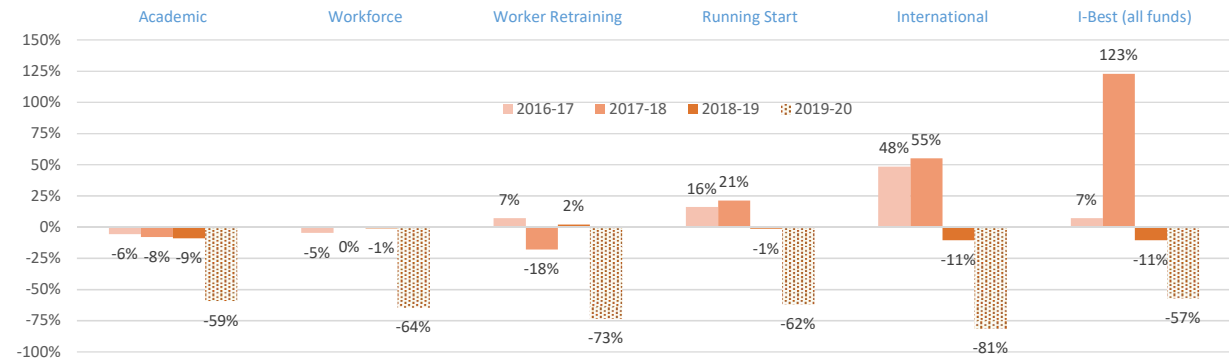
	2016-17				2017-18				2018-19				2019-20			
	State FTE	Contract FTE	Self support FTE	Total FTE	State FTE	Contract FTE	Self support FTE	Total FTE	State FTE	Contract FTE	Self support FTE	Total FTE	State FTE	Contract FTE	Self support FTE	Total FTE
summer	699	1,051	44	1,794	793	1,078	29	1,900	689	889	41	1,619	561	971	36	1,568
fall	2,691	1,483	29	4,203	2,583	1,401	33	4,017	2,367	1,347	31	3,745	2,188	326	10	2,524
winter	2,637	1,438	19	4,094	2,566	1,407	29	4,002	2,371	1,353	29	3,753				
spring	2,473	1,408	17	3,898	2,402	1,381	19	3,802	2,199	1,341	40	3,580				
<b>Total</b>	<b>8,500</b>	<b>5,380</b>	<b>109</b>	<b>13,989</b>	<b>8,344</b>	<b>5,267</b>	<b>110</b>	<b>13,721</b>	<b>7,626</b>	<b>4,930</b>	<b>141</b>	<b>12,697</b>	<b>2,749</b>	<b>1,297</b>	<b>46</b>	<b>4,092</b>
<b>AAFTE</b>	<b>2,833</b>	<b>1,793</b>	<b>36</b>	<b>4,663</b>	<b>2,781</b>	<b>1,756</b>	<b>37</b>	<b>4,574</b>	<b>2,542</b>	<b>1,643</b>	<b>47</b>	<b>4,232</b>	<b>916</b>	<b>432</b>	<b>15</b>	<b>1,364</b>

State Allocation Plan for 2019-20: 3,159 -71% from target

## Change to date

		Δ prev.yr.	Δ 3yrs.	Δ 3-yr avg.
State	summer	-19%	-20%	-23%
	fall	-8%	-19%	-14%
	winter			
	spring			
	annual			
Contract	summer	9%	-8%	-3%
	fall	-76%	-78%	-77%
	winter			
	spring			
	annual			
Self Support	summer	-12%	-18%	-5%
	fall	-67%	-66%	-68%
	winter			
	spring			
	annual			

## Annual Change in FTE by Class Intent and Program



## FTE Highlights by Class Intent and Funding Program

Duplicative. Do not sum to totals		2016-17				2017-18				2018-19				2019-20			
		summer	fall	winter	spring	summer	fall	winter	spring	summer	fall	winter	spring	summer	fall	winter	spring
intent*	<b>State</b>																
	Academic	270	1,027	1,014	977	285	959	933	851	237	851	859	814	240	886		
	Workforce	347	1,187	1,152	1,151	367	1,165	1,147	1,150	309	1,214	1,148	1,119	232	1,118		
	Transitional Studies	83	478	471	345	142	459	486	402	142	302	363	266	90	171		
	Worker Retraining	130	403	470	449	154	312	371	354	93	380	379	366	102	224		
	I-Best**		19	34	42		35	38	29		30	21	47		31		
	BAS										3	7	9	4	44		
Contract	International	3	13	13	20	11	20	23	22	8	20	19	21	4	9		
	<b>Contract</b>																
	DOC	1,050	1,225	1,187	1,158	1,078	1,081	1,108	1,081	888	1,018	1,052	1,056	971	36		
	Running Start		169	166	153		211	200	181		199	202	183		224		
	Alternative HS		72	75	75		85	95	97		97	93	86	9	54		
	College in HS		15		13		19		12		14		10				
	I-Best**	22	22	19	22	82	73	98	46	63	60	70	68	123			

\*Based on course CIP. Transitional studies includes both pre-college and Basic Education for Adults (BEA) courses.

\*\*All state-funded I-Best enrollments receive a 75% enhancement. Enhancement of contract-funded courses began in 2017-18.

## WALLA WALLA COMMUNITY COLLEGE - Final 2018-2019

### REVENUE:

	2018-2019 Approved Budget	May Adjusted Budget	June Adjusted Budget	Difference	Revenue to Date	% of Annual Budget	Prior Year Activity to Date	% of Prior Budget
<b>State Funds:</b>								
Base Allocation	\$15,112,261	\$15,125,748	\$15,581,211	\$455,463	\$15,581,211	100.00%	\$15,421,283	100.00%
Opportunity Grant	461,412	495,162	495,162	0	495,162	100.00%	508,662	100.00%
Worker Retraining	1,827,823	2,081,665	2,081,665	0	2,081,665	100.00%	2,007,198	100.00%
<b>Total State:</b>	<b>\$17,401,496</b>	<b>\$17,702,575</b>	<b>\$18,158,038</b>	<b>\$455,463</b>	<b>\$18,158,038</b>	<b>100.00%</b>	<b>\$17,937,143</b>	<b>100.00%</b>
<b>Local Funds:</b>								
<b>General:</b>								
Operating Fees	\$7,501,963	\$7,501,963	\$7,501,963	\$0	\$7,239,272	96.50%	\$7,502,251	90.89%
General Local	2,222,900	2,222,900	2,222,900	0	2,239,797	105.26%	1,751,835	104.56%
Alternative Education Program	714,240	714,240	714,240	0	681,573	95.43%	576,089	112.96%
Running Start	1,453,714	1,453,714	1,453,714	0	1,446,553	99.51%	1,167,502	116.35%
Foundation Support	265,000	265,000	265,000	0	265,000	100.00%	330,000	100.00%
Corrections Ed.-Indirect	665,285	671,705	671,705	0	671,160	99.92%	656,321	100.00%
Carry-Forward & Use of Reserves	783,384	783,384	783,384	0	783,384	100.00%	760,784	100.00%
<b>Total General:</b>	<b>\$13,606,486</b>	<b>\$13,612,906</b>	<b>\$13,612,906</b>	<b>\$0</b>	<b>\$13,426,739</b>	<b>98.63%</b>	<b>\$12,744,782</b>	<b>96.63%</b>
<b>Self-Support:</b>								
Community Service	100,000	100,000	100,000	0	147,904	147.90%	107,738	143.65%
Ancillary Programs	275,000	275,000	275,000	0	188,233	68.45%	253,149	84.38%
<b>Total Self Support:</b>	<b>\$375,000</b>	<b>\$375,000</b>	<b>\$375,000</b>	<b>\$0</b>	<b>\$336,137</b>	<b>89.64%</b>	<b>\$360,887</b>	<b>96.24%</b>
<b>Total Local Funds</b>	<b>\$13,981,486</b>	<b>\$13,987,906</b>	<b>\$13,987,906</b>	<b>\$0</b>	<b>\$13,762,876</b>	<b>98.39%</b>	<b>\$13,105,669</b>	<b>96.61%</b>
<b>TOTAL REVENUE</b>	<b>\$31,382,982</b>	<b>\$31,690,481</b>	<b>\$32,145,944</b>	<b>\$455,463</b>	<b>\$31,920,914</b>	<b>99.30%</b>	<b>\$31,042,812</b>	<b>98.54%</b>

### EXPENDITURES:

	2018-2019 Approved Budget	May Adjusted Budget	June Adjusted Budget	Difference	Expenditures to Date	Encumbrances to Date	Total Activity to Date	% of Annual Budget	Prior Year Activity to Date	% of Prior Budget
<b>By Object</b>										
Salaries and Wages	\$18,774,743	\$18,893,494	\$18,851,551	(\$41,943)	\$18,839,578	\$0	\$18,839,578	99.94%	\$18,485,034	99.82%
Benefits	6,512,944	6,468,154	6,516,163	48,009	6,547,006	0	6,547,006	100.47%	6,502,294	102.62%
Rents	168,628	168,628	168,628	0	165,933	0	165,933	98.40%	165,933	92.59%
Utilities	887,730	887,730	887,730	0	923,269	0	923,269	104.00%	922,214	102.78%
Goods and Services *	2,854,090	2,745,825	3,190,021	444,196	3,149,034	0	3,149,034	98.72%	3,034,760	86.99%
Travel	297,238	329,065	329,615	550	287,349	0	287,349	87.18%	354,454	106.09%
Equipment	561,740	583,862	612,062	28,200	265,374	0	265,374	43.36%	261,970	70.16%
Subsidies/Transfers/Debt Service	1,325,869	1,613,723	1,590,174	(23,549)	1,671,403	0	1,671,403	105.11%	1,401,836	101.97%
<b>Total by Object</b>	<b>\$31,382,982</b>	<b>\$31,690,481</b>	<b>\$32,145,944</b>	<b>\$455,463</b>	<b>\$31,848,946</b>	<b>\$0</b>	<b>\$31,848,946</b>	<b>99.08%</b>	<b>\$31,128,495</b>	<b>98.81%</b>
<b>By Program</b>										
Instruction	\$13,275,681	\$13,137,104	\$13,140,874	3,770	\$12,751,857	\$0	\$12,751,857	97.04%	\$12,948,685	100.87%
Community Service	100,000	100,000	100,000	0	179,359	0	179,359	179.36%	137,650	183.53%
Instructional Computing	614,637	614,572	610,903	(3,669)	590,656	0	590,656	96.69%	381,324	93.93%
Ancillary Programs	275,000	275,000	275,000	0	187,513	0	187,513	68.19%	262,315	87.44%
Academic Administration	2,980,960	3,337,130	3,371,111	33,981	3,300,706	0	3,300,706	97.91%	3,260,852	103.71%
Library Services	645,455	634,531	634,488	(43)	622,385	0	622,385	98.09%	629,940	94.25%
Student Services	4,085,813	4,544,979	4,476,414	(68,565)	4,492,940	0	4,492,940	100.37%	3,825,472	97.99%
Institutional Support *	5,975,334	5,609,386	6,124,527	515,141	6,245,593	0	6,245,593	101.98%	6,206,330	92.26%
Facility Services	3,430,102	3,437,779	3,412,627	(25,152)	3,477,937	0	3,477,937	101.91%	3,475,927	101.00%
<b>Total by Program</b>	<b>\$31,382,982</b>	<b>\$31,690,481</b>	<b>\$32,145,944</b>	<b>\$455,463</b>	<b>\$31,848,946</b>	<b>\$0</b>	<b>\$31,848,946</b>	<b>99.08%</b>	<b>\$31,128,495</b>	<b>98.81%</b>

\* In the Expenditures to Date columns of these lines is a set aside of \$125,000 to cover the estimated amount of carry-forward needed for the 2019-20 fiscal budget.

# WALLA WALLA COMMUNITY COLLEGE

## Grants and Contracts

Final June 2019

	Current Month Changes	2018-2019 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>6,524,928</b>	<b>\$6,524,928</b>	<b>\$0</b>	<b>\$6,524,928</b>	<b>100.0%</b>	<b>\$0</b>	<b>\$6,524,928</b>	<b>\$0</b>
<b>State Funded</b>									
Carl Perkins Federal Vocational	\$0	\$446,468	\$446,468	\$0	\$446,468	100.0%	\$0	\$446,468	\$0
Perkins-Leadership Block Grant	0	20,400	20,400	0	20,400	100.0%	0	20,400	0
Perkins-Special Projects	0	8,300	5,043	0	5,043	60.8%	3,257	5,043	0
Perkins-Corrections Ed WSP	0	26,354	26,291	0	26,291	99.8%	63	26,291	0
Workfirst	0	219,718	215,244	0	215,244	98.0%	4,474	215,244	0
Water Management Center	0	363,750	363,750	0	363,750	100.0%	0	363,750	0
State Work Study	0	44,171	41,276	0	41,276	93.4%	2,895	41,276	0
Early Achiever Opportunity Grant	0	66,500	66,455	0	66,455	99.9%	45	66,455	0
Adult Basic Education	0	114,012	114,012	0	114,012	100.0%	0	114,012	0
El Civics	0	25,737	25,737	0	25,737	100.0%	0	25,737	0
Basic Food Employment & Training	0	440,633	393,377	0	393,377	89.3%	47,256	424,129	(30,752)
Interstate Passport	0	9,809	2,298	0	2,298	23.4%	7,511	2,298	0
ABE Leadership Block Grant	530	5,370	5,370	0	5,370	100.0%	0	5,370	0
Miscellaneous SBCTC Grants	0	7,250	4,176	0	4,176	57.6%	3,074	4,176	0
<b>Total State Funded</b>	<b>\$530</b>	<b>\$1,798,472</b>	<b>\$1,729,897</b>	<b>\$0</b>	<b>\$1,729,897</b>		<b>\$68,575</b>	<b>\$1,760,649</b>	<b>(\$30,752)</b>
<b>Federal Funded</b>									
Student Support Services (SSS) FY 15-20	\$0	\$453,975	\$450,963	\$0	\$450,963	99.3%	\$3,012	\$450,963	\$0
National Science Foundation	0	122,580	93,353	0	93,353	76.2%	29,227	93,353	0
College Work Study	0	103,553	94,396	0	94,396	91.2%	9,157	94,396	0
<b>Total Federal Funded</b>	<b>\$0</b>	<b>\$680,108</b>	<b>\$638,712</b>	<b>\$0</b>	<b>\$638,712</b>		<b>\$41,396</b>	<b>\$638,712</b>	<b>\$0</b>
<b>Private Funded</b>									
Customized Contract Training	\$0	\$25,000	\$16,463	\$0	\$16,463	65.9%	\$8,537	\$7,708	\$8,755
EMS Trauma Training	0	7,000	6,288	0	6,288	89.8%	712	6,288	0
Parent Co-op	0	30,000	27,245	0	27,245	90.8%	2,755	27,389	(144)
Child Care Aware	0	199,136	196,591	0	196,591	98.7%	2,545	204,447	(7,856)
Corrections Ed AA Degree - Seattle Foundation	0	54,441	6,807	0	6,807	12.5%	47,634	54,441	(47,634)
Corrections Ed - Open Doors	0	117,459	58,430	0	58,430	49.7%	59,029	117,459	(59,029)
Corrections Ed AA Degree - Sunshine Lady	0	43,298	43,298	0	43,298	100.0%	0	43,298	0
NW Wine Benefit Foundation	0	15,000	1,815	0	1,815	12.1%	13,185	3,750	(1,935)
Wine Cluster Study	0	23,295	17,993	0	17,993	77.2%	5,302	23,295	(5,302)
Blue Mountain Community Foundation	0	10,575	10,245	0	10,245	96.9%	330	10,575	(330)
<b>Total Private Funded</b>	<b>\$0</b>	<b>\$525,204</b>	<b>\$385,175</b>	<b>\$0</b>	<b>\$385,175</b>		<b>\$140,029</b>	<b>\$498,650</b>	<b>(\$113,475)</b>
<b>Fiscal Agent Contracts</b>									
Early Learning Coalition (ELC)	\$0	\$28,000	\$19,417	\$0	\$19,417	69.3%	\$8,583	\$19,417	\$0
Snake River Salmon Recovery Board (SRSRB)	0	616,031	361,263	0	361,263	58.6%	254,768	361,263	0
Bonneville Power Administration (SRSRB)	0	318,268	177,421	0	177,421	55.7%	63,415	177,421	0
<b>Total Fiscal Agent Contracts</b>	<b>\$0</b>	<b>\$962,299</b>	<b>\$558,101</b>	<b>\$0</b>	<b>\$558,101</b>		<b>\$326,766</b>	<b>\$558,101</b>	<b>\$0</b>
<b>Grand Total of All Grants &amp; Contracts</b>	<b>\$530</b>	<b>\$10,491,011</b>	<b>\$9,836,813</b>	<b>\$0</b>	<b>\$9,836,813</b>	<b>93.8%</b>	<b>\$576,766</b>	<b>\$9,981,040</b>	<b>(\$144,227)</b>

**WALLA WALLA COMMUNITY COLLEGE  
OPERATING BUDGET  
FY 2019 to FY 2020  
Revised September 18, 2019**

# Tab 6

	<b>A FY2019 Board Approved Budget</b>	<b>B FY2019 Actual Revenues</b>	<b>C = B - A Difference Budget vs. Actual</b>	<b>D FY2020 Proposed Budget (as of 9/18/19)</b>	<b>E = D - A FY2019 vs. FY2020 \$</b>	<b>FY2019 vs. FY2020 %</b>
Total FTES Funded in the State Allocation	3,159	3,159	0	3,155	(4)	-0.13%
Total FTES in the Annual Enrollment Plan	2,682	2,512	(170)	2,261	(421)	-15.70%
<b>REVENUES</b>						
State Allocations & Operating Fees						
Base Level Funding (2807 FTES)	\$15,210,929	\$15,666,379	\$455,450	\$16,597,480	\$1,386,551	
4th year Impact from New Allocation Model	(302,825)	(302,825)	0	(477,637)	(174,812)	
Annual Safe Harbor Roll Out				(1,207,112)	(1,207,112)	
Earmarks: (SBCTC Directed Set Asides)						
Opportunity Grants	461,412	495,162	33,750	461,412	0	
Worker Retraining (400>387>352 FTES)	1,827,823	2,081,665	253,842	1,807,323	(20,500)	
Center of Excellence Grant	204,157	217,657	13,500	204,157	0	
Provisos: (Legislative Directed Set Asides)						
Workforce Development Projects				149,955	149,955	
Nursing Educator				1,233,190	1,233,190	
Guided Pathways				100,000	100,000	
FY19 Compensation for January 2019 raises				146,412	146,412	
FY20 Compensation & Benefits Funding				596,001	596,001	
FY20 Leases				4,000	4,000	
Operating Fees	7,501,963	7,239,272	(262,691)	6,288,420	(1,213,544)	
Operating Fee Increase (2.4%)				150,922	150,922	
<b>Total State &amp; Operating Fees</b>	<b>\$24,903,459</b>	<b>\$25,397,310</b>	<b>\$493,851</b>	<b>\$26,054,523</b>	<b>\$1,151,064</b>	<b>4.62%</b>
Local Funding						
General Local:						
Student Fees - General	1,943,400	2,005,000	61,600	1,998,860	55,460	
Interest on Investments	20,000	19,745	(255)	20,000	0	
Facility Leases & Rentals	130,000	159,131	29,131	130,000	0	
Miscellaneous	129,500	155,921	26,421	130,000	500	
Alternative Education Program	714,240	681,573	(32,667)	710,000	(4,240)	
Running Start	1,453,714	1,446,553	(7,161)	1,500,000	46,286	
Foundation Support	265,000	265,000	0	200,000	(65,000)	
DOC Contract(s) - Indirect	665,285	671,160	5,875	664,740	(545)	
Self-Support Programs					0	
Ancillary Programs	275,000	188,233	(86,767)	175,000	(100,000)	
Community Service	100,000	147,904	47,904	300,000	200,000	
<b>Total Local Funding &amp; Self-Support</b>	<b>\$5,696,139</b>	<b>\$5,740,220</b>	<b>\$44,081</b>	<b>\$5,828,600</b>	<b>\$132,461</b>	<b>2.33%</b>
<b>Total Revenues</b>	<b>\$30,599,598</b>	<b>\$31,137,530</b>	<b>\$537,932</b>	<b>\$31,883,123</b>	<b>\$1,283,525</b>	<b>4.19%</b>
<b>EXPENDITURES</b>						
Salaries	\$18,774,743	\$18,839,578	\$64,835	\$20,131,355	\$1,356,612	
Benefits	6,512,944	6,547,006	34,062	6,873,273	360,329	
Operations	6,095,295	6,462,362	367,067	6,471,679	376,384	
<b>Total Expenditures</b>	<b>\$31,382,982</b>	<b>\$31,848,946</b>	<b>\$465,964</b>	<b>\$33,476,307</b>	<b>\$2,093,325</b>	<b>6.67%</b>
<b>DEFICIT</b>	<b>(\$783,384)</b>	<b>(\$711,416)</b>	<b>\$71,968</b>	<b>(\$1,593,184)</b>	<b>(\$809,800)</b>	
<b>Use of Fund Balance</b>	<b>\$783,384</b>	<b>\$783,384</b>	<b>\$0</b>	<b>\$1,593,184</b>	<b>\$809,800</b>	<b>103.37%</b>
<b>DEFICIT + FUND BALANCE</b>	<b>\$0</b>	<b>\$71,968</b>	<b>\$71,968</b>	<b>\$0</b>	<b>\$0</b>	



**WALLA WALLA COMMUNITY COLLEGE  
ESTIMATED OPERATING REVENUE  
Fiscal Year 2020**

**Proposed changes from June 26, 2019 to September 18, 2019**

	<b>FY2020 Budget (Proposed) (as of 6/26/18)</b>	<b>FY2020 Budget (Proposed) (as of 9/18/19)</b>	<b>Difference (in Proposed Budgets)</b>	<b>% Change</b>
Total FTES Funded in the State Allocation	3,155	3,155	0	0.00%
Total FTES in the Annual Enrollment Plan	2,512	2,512	0	0.00%
<b>REVENUES</b>				
State Allocations & Operating Fees				
Base Level Funding (2807 FTES)	\$16,597,480	\$16,597,480	\$0	
4th year Impact from New Allocation Model	(477,637)	(477,637)	0	
Annul Safe Harbor Roll Out	(1,207,112)	(1,207,112)	0	
Earmarks: (SBCTC Directed Set Asides)				
Opportunity Grants	461,412	461,412	0	
Worker Retraining (400>387>352 FTES)	1,807,323	1,807,323	0	
Center of Excellence Grant	204,157	204,157	0	
Provisos: (Legislative Directed Set Asides)				
Workforce Development Projects	149,955	149,955	0	
Nursing Educator	1,233,190	1,233,190	0	
Guided Pathways	100,000	100,000	0	
FY19 Compensation for January 2019 raises	146,412	146,412		
FY20 Compensation & Benefits Funding	596,001	596,001	0	
FY20 Leases	4,000	4,000	0	
Operating Fees	7,209,355	6,288,420	(920,936)	
Operating Fee Increase (2.4%)	173,025	150,922	(22,102)	
<b>Total State &amp; Operating Fees</b>	<b>\$26,997,561</b>	<b>\$26,054,523</b>	<b>(\$943,038)</b>	<b>-3.49%</b>
Local Funding				
General Local:				
Student Fees - General	2,088,400	1,998,860	(89,540)	
Interest on Investments	20,000	20,000	0	
Facility Leases & Rentals	130,000	130,000	0	
Miscellaneous	130,000	130,000	0	
Alternative Education Program	710,000	710,000	0	
Running Start	1,500,000	1,500,000	0	
Foundation Support	200,000	200,000	0	
DOC Contract(s) - Indirect	664,740	664,740	0	
Self-Support Programs				
Ancillary Programs	175,000	175,000	0	
Community Service	300,000	300,000	0	
<b>Total Local Funding &amp; Self-Support</b>	<b>\$5,918,140</b>	<b>\$5,828,600</b>	<b>(\$89,540)</b>	<b>-1.51%</b>
<b>Total Revenues</b>	<b>\$32,915,701</b>	<b>\$31,883,123</b>	<b>(\$1,032,578)</b>	<b>-3.14%</b>
<b>EXPENDITURES</b>				
Salaries	\$20,975,146	\$20,131,355	(\$843,791)	
Benefits	6,968,184	6,873,273	(94,911)	
Operations	6,580,179	6,471,679	(108,500)	
<b>Total Expenditures</b>	<b>\$34,523,509</b>	<b>\$33,476,307</b>	<b>(\$1,047,202)</b>	<b>-3.03%</b>
<b>DEFICIT</b>	<b>(\$1,607,808)</b>	<b>(\$1,593,184)</b>	<b>\$14,624</b>	
<b>Use of Fund Balance</b>	<b>\$1,607,808</b>	<b>\$1,593,184</b>	<b>(\$14,624)</b>	<b>-0.91%</b>
<b>DEFICIT + FUND BALANCE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

## Walla Walla Community College Board of Trustees Presidential Evaluation of Dr. Derek Brandes

### Leadership Priorities:

As a result of what I have observed so far, the President is leading the College to:

#### 1. Be Mission Driven

5	4	3	2	1
Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree

Comments:

#### A. Student Success

5	4	3	2	1
Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree

Comments:

#### B. Strong Communities

5	4	3	2	1
Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree

Comments:

#### C. Resource Stewardship

5	4	3	2	1
Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree

Comments:

#### 2. Strengthen Institutional Preparedness for and Increase Student Diversity and Access

5	4	3	2	1
Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree

Comments:

**3. Strengthen Student Enrollment – Recruitment, Retention, and Outcomes and Improve Student Intake and Financial Aid Processes**

5	4	3	2	1
Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree

Comments:

**4. Strengthen and Expand Programs, Academic/Business Partnerships, Financial Resources and Alternative Sources of Revenue**

5	4	3	2	1
Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree

Comments:

**5. Advocate and Prepare for Upcoming WWCC Capital Projects**

5	4	3	2	1
Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree

Comments:

**6. Nurture, Expand, and Leverage WWCC's Presence in Surrounding Communities**

5	4	3	2	1
Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree

Comments:

**7. Improve Risk Management, Policy Development, and Emergency Preparedness**

5	4	3	2	1
Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree

Comments:

## Presidential Attributes:

The following are attributes the board desires the President to have. Based on what you have observed so far, please rate the following:

**8. Passionate about the community college mission**

5	4	3	2	1
Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree

Comments:

**9. A student-centered advocate**

5	4	3	2	1
Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree

Comments:

**10. A progressive leader for promoting and strengthening inclusion and diversity**

5	4	3	2	1
Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree

Comments:

**11. A goal-focused, entrepreneurial, and direction-setting strategic planner**

5	4	3	2	1
Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree

Comments:

**12. A dynamic and politically astute relationship and team builder**

5	4	3	2	1
Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree

Comments:

**13. An enthusiastic and inspirational leader**

5	4	3	2	1
Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree

Comments:

**14. A transparent and collaborative leader**

5	4	3	2	1
Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree

Comments:

**15. An effective and exceptionally skilled communicator**

5	4	3	2	1
Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree

Comments:

**16. An ongoing dialog with key leaders in setting goals and priorities**

5	4	3	2	1
Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree

Comments:

**17. A strong leader**

5	4	3	2	1
Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree

Comments:

**Additional Comments**

\_\_\_\_\_, Trustee \_\_\_\_\_ (date)

\_\_\_\_\_, Trustee \_\_\_\_\_ (date)

\_\_\_\_\_, Trustee \_\_\_\_\_ (date)

\_\_\_\_\_, Trustee \_\_\_\_\_ (date)

\_\_\_\_\_, Trustee \_\_\_\_\_ (date)

\_\_\_\_\_, President \_\_\_\_\_ (date)