



## Agenda

Regular Meeting  
Board of Trustees, District No. 20  
Walla Walla Community College  
500 Tausick Way; Walla Walla, WA  
Wednesday, June 25, 2014 – **9:00** a.m.

<b>9:00 a.m.</b>	<b>Call to Order</b> <b>Approval of Minutes</b> <b>Approval of Agenda</b> <i>Darcey Fugman-Small, Chair</i>	<b>Action</b> <b>Action</b>	
<b>9:05 a.m.</b>	<b>Study Session to Review 2014-15 Annual Plan and Operating Budget</b>	<b>Discuss</b>	<b>Tab 1</b>
<b>10:30 a.m.</b>	<b>Break</b>		
<b>10:40 a.m.</b>	<b>Study Session Continues</b>		
<b>12:15 p.m.</b>	<b>Lunch Break</b>		
<b>1:00 p.m.</b>	<b>Study Session Continues</b>		
<b>1:30 p.m.</b>	<b>Approval of 2014-15 Annual Plan and Operating Budget</b> <i>Dr. Steven VanAusdle</i>	<b>Action</b>	
<b>1:40 p.m.</b>	<b>Enrollment Reports</b> <i>Carlos Delgadillo</i> <ul style="list-style-type: none"><li>➤ <b>Final Spring Quarter Enrollment</b></li><li>➤ <b>2013-14 Annual Enrollment</b></li><li>➤ <b>Preliminary Summer Quarter Enrollment</b></li></ul>	<b>Discuss</b> <b>Discuss</b> <b>Discuss</b>	<b>Tab 2</b> <b>Tab 3</b> <b>Tab 4</b>
<b>1:50 p.m.</b>	<b>May Budget Status Report</b> <i>Davina Fogg</i>	<b>Discuss</b>	<b>Tab 5</b>
<b>2:05 p.m.</b>	<b>Approval of Local Fund Allocation to Clarkston Capital Project</b> <i>Davina Fogg</i>	<b>Action</b>	<b>Tab 6</b>
<b>2:20 p.m.</b>	<b>Capital Budget Report</b> <i>Davina Fogg</i>	<b>Discuss</b>	<b>Tab 7</b>

- 2:30 p.m. Instruction Report**  
*Dr. Marleen Ramsey*
- **Achieving the Dream Update** **Discuss**  
*Dr. Ramsey*
- 2:45 p.m. Personnel**  
*Sherry Hartford*
- **Appointments** **Discuss**
    - Tim Toon, Director of Student Activities/Assistant Dean of Arts & Sciences
  - **Resignations/Retirements** **Discuss**
    - Michael Kiefel, English/Literature Instructor
    - Daryl Miller, Counselor
    - Linda Sherman, Administrative Specialist
  - **Personnel Update** **Discuss**
- 2:55 p.m. WWCC Foundation Activities Report** **Discuss**  
*Doug Bayne*
- 3:05 p.m. New and Unscheduled Business** **Discuss**
- Adjournment**

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

May 21, 2014

The Board of Trustees of Community College District No. 20 met in regular session on May 21, 2014, in the Board Room of Walla Walla Community College.

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

Administrators present: Dr. Steven VanAusdle, President  
Mrs. Davina Fogg, Vice President, Financial Services  
Mr. Jim Peterson, Vice President, Administrative Services  
Dr. Marleen Ramsey, Vice President, Instruction  
Mrs. Wendy Samitore, Vice President, Student Services  
Mrs. Kathy Adamski, Dean, Health Sciences  
Mr. Jerry Anhorn, Dean, Ag Science, Energy, & Water Management  
Mr. Doug Bayne, Director, Resource Development  
Dr. Janet Danley, Director, Clarkston Campus  
Mrs. Jessica Gilmore, Dean, Business, Entrepreneurial Programs &  
Extended Learning  
Ms. Sherry Hartford, Director, Human Resources  
Mr. Shane Loper, Director, Facility Services and Capital Projects  
Mr. Scott Marsh, Dean, Arts and Sciences  
Mrs. Stacy Prest, Director, Library Services  
Mr. Angel Reyna, Dean, Workforce Education  
Dr. Joe Small, Dean, Corrections Education  
Ms. Darlene Snider, Dean, Transitional Studies  
Dr. Nick Velluzzi, Director, Planning & Assessment  
Ms. Melissa Williams, Director, Public Relations

Also present: Ms. Jessica Cook, Development Specialist, Foundation  
Ms. Jerri Ramsey, Recording Secretary

**Approval of Minutes.**

Dr. Schirman moved and Mr. McQuary seconded to approve the minutes of the April 16, 2014 Board of Trustees meeting as presented. *Motion carried.*

## **Approval of Agenda.**

Mr. McQuary moved and Mrs. Klaveano seconded to approve the agenda for the May 21, 2014 Board of Trustees meeting with the addition of a COP Action item related to the Clarkston Facility Project. *Motion carried.*

**Interim Spring Quarter Enrollment Report.** Mrs. Samitore reviewed the Interim Spring Quarter Enrollment Report, noting that compared to the previous year, net enrollment in state-supported classes was down 0.8% and total enrollment across all funding sources was down 110 FTES, a 2.5% decrease.

**Budget Status Report.** Mrs. Fogg reviewed the Budget Status Report; including two revenue changes of \$10,000 each, i.e., a \$10,000 increase to the Base Allocation as a pass-through amount for L&I rate increases, and a \$10,000 increase to Worker Retraining for student financial aid. Changes to the Expenditure Budget reflected year-end reallocations in program budgets and sweeping-in funds left unspent due to vacant positions. Total Actual Revenues were at 86% vs. 88.6% the previous year and Total Actual Expenditures were 80.8% vs. 80.2%. Grants and Contracts: A \$5,500 increase to the Workfirst Integrated Block Grant, a \$7,500 reduction (1 FTE) to the Early Achiever Opportunity Grant, a \$1,999 increase to the Community Network, and a \$26,700 increase to the Bonneville Power Administration (SRSRB) grant. Grants and Contracts totaled \$11.7 million vs. \$11.65 the previous year.

## **Student Services.**

**Student Recognition.** Faculty and advisors introduced and recognized students for achievements and competitions, including the 2014 All Washington Academic Students, National Post-Secondary Agriculture students, Phi Beta Lambda, and Skills USA.

**Associated Student Body Activity Reports.** Walla Walla ASB President Sam Robillard introduced the 2014-15 Walla Walla ASB officers: President – Paige Vincent; Executive Vice President – Courtney Davis; Business Vice President – Karli McHone; Activities Vice President – Brooks Malm; and Media & Tech Vice President – Lainey Corbett. Ms. Robillard reviewed past and upcoming campus events, including a performance by a Mariachi band and dancers on May 2 for Cinco de Mayo, a May 6 convocation, and an upcoming all-campus barbecue on June 6. Clarkston ASB President Jeremy Nicholson announced the 2014-15 Clarkston ASB officers: Teresa Carlson – President; Trevor Epler – Vice President Business; and Terra Selzler – Vice President Activities. Mr. Nicholson reported ASB was hoping to start a food pantry for needy families, an upcoming fund-raising run with proceeds to assist an ill child, and other year-end activities.

## **Instruction Report.**

**Whitman College Students Research Project – AEP Program.** Whitman College students Andrea Berg, Leslie Rodriguez, and Bella Zarate, along with their advisor, Professor Paul Apostolidis, presented the findings of their research into the effectiveness of alternative education programs (AEP) on meeting the needs of "discouraged learners," particularly among students of color; noting that, ultimately, AEP is a successful and positive program that should be continued.

**Broetje Program.** Ian Gregoire, Transitional Studies Instructor, reported on the WWCC Broetje ESL program in which Broetje and WWCC partner to provide educational opportunities to the predominately Spanish-speaking population at Broetje Farms. Mr. Gregoire reviewed the goals, outcomes, challenges met, and introduced students of the program who gave brief explanations of their backgrounds and educational goals.

**Achieving the Dream Update.** Susan Palmer, Co-Chair of the Achieving the Dream initiative, reported the WWCC Implementation Plan would be submitted on May 22 and reviewed the progress on implementation of the proposed 2014-15 interventions, including offering a financial literacy course and a strategic plan for equity and achievement.

**Commencement Plans.** Dr. Ramsey reviewed the schedule of commencement ceremonies for John Deere, the Clarkston Campus, and the Walla Walla Campus.

**Plan & Budget Update.** Mrs. Fogg distributed drafts of the Reconciliation of the Planning & Budget Assumptions, a Revenue Page, and the Enrollment Plan, noting these documents were still under development. Dr. Ramsey reported, as had been discussed at the April Board meeting, the College had submitted a grant application for 55 Aerospace FTES; however those FTES were not reflected in the Enrollment Plan being reviewed. Mrs. Fogg reviewed the Revenue page, noting it included the same FTES as the Enrollment Plan, the budget approved by the Board in June 2013, and the current draft proposal for 2014-15. Mrs. Fogg highlighted the major changes to the proposed budget.

**For Information Only – 2014-15 Fee Schedule.** Mrs. Fogg presented the 2014-15 Fee Schedule Proposal and noted the following proposed changes which would take effect Fall 2014 if they are tied to a course and July 1, 2014 for the TEAS fee:

1. Increase rates for Welding. Regular, daytime class would increase from \$90 to \$180 per quarter and the nighttime short course would increase from \$30 to \$90.
2. Eliminate the current \$1,000 fee for the two-year Wind Energy program and replace it with a \$150 per quarter fee that applies to all students in Energy Systems Technology.
3. Add a new \$25 testing fee so WWCC can become an official testing site for the TEAS test (Test of Essential Academic Skills) at both the Walla Walla and Clarkston campuses. The test is used to assess whether allied health students need intervention or early tutoring to reduce the rate of non-completions and the testing would be available to both WWCC and non-WWCC students.

Dr. Schirman moved and Mr. McQuary seconded to approve the proposed 2014-15 Fee Schedule as presented and made a part of these minutes. *Motion carried.*

**DRAFT STUDENT FEE SCHEDULE  
PROPOSAL**

Board Approved Fees		Basis for Calculation of Fee	2014-2015 Revenue	2015-2016 Actual Revenue	Actual Revenue 2011-2012	Actual Revenue 2012-2013	Y-T-D Revenue as of 3/31/14	Projected Revenue 2014-2015	2013-2014 Fees	2014-2015 Proposed	
<b>General Local - Fund 148</b>											
Registration Fee (after tuition due date)	Charge that becomes due if the student either registers or pays after a certain date	past due date	\$ 28,942	\$ 22,644	\$ 26,834	\$ 36,015	\$ 48,674	\$ 42,500	\$ 35.00	\$ 35.00	
Comprehensive Fee	Covers graduation, ID cards, initial application & other student-focused costs	\$4.40 per credit, \$44 cap	\$ 98,666	\$ 223,203	\$ 466,330	\$ 436,575	\$ 388,906	\$ 375,000	\$ 44.00	\$ 44.00	
eLearning Fee	To convert to hybrid or blended courses-will attach to Comprehensive Fee for Implementation	\$5.5 per credit, \$5 cap	<i>New Fee</i>	\$ 48,672	\$ 46,633	\$ 46,196	\$ 44,194	\$ 45,000	\$ 5.00	\$ 5.00	
Class Lab Fee	Fee assessed to students for science, computer, art and many workforce classes	per course, \$35 cap	\$ 165,434	\$ 173,386	\$ 179,263	\$ 173,337	\$ 169,074	\$ 160,000	\$ 35.00	\$ 35.00	
PE Supplies & Equip. Fee	Fee charged to help replace PE equipment or supplies, charged on several fitness classes	per course	\$ 7,419	\$ 7,675	\$ 6,754	\$ 7,313	\$ 6,246	\$ 6,500	\$ 7.50	\$ 7.50	
Transcript Fee-Regular/On Demand	Fee for cost of providing an official transcript, either regular process or on demand	upon request	\$ 23,840	\$ 17,164	\$ 18,603	\$ 18,128	\$ 13,781	\$ 18,000	\$5/\$15	\$5/\$15	
Placement Retake Fee	Fee to recover the cost of retaking a placement test	upon request	\$ 1,150	\$ 1,630	\$ 1,810	\$ 1,840	\$ 1,200	\$ 1,500	\$ 10.00	\$ 10.00	
Testing Fee-Non WWCC students	Fee for Non-WWCC students taking tests	upon request	\$ 1,999	\$ 3,355	\$ 1,705	\$ 2,316	\$ 2,243	\$ 2,000	\$ 11.00	\$ 11.00	
Interest Inventory Assessment Test	Fee for Non-WWCC students who want to take an Interest Inventory Assessment Test	upon request	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25.00	\$ 25.00	
Test of Essential Academic Skills	Fee applies to each TEAS test as WWCC becomes an official testing site - WW & Clarkston	per each				<i>New Fee in FY 2014-2015</i>	\$ 6,500		N/A	\$ 25.00	
Credit for Prior Learning/Certification	Giving college credit for prior learning/certification	per credit	\$ 60	\$ 180	\$ -	\$ 30	\$ -	\$ -	\$ 10.00	\$ 10.00	
Fully Online Course Fee	eLearning fee code, on-line tech fee	per credit, \$100 cap	\$ 126,517	\$ 148,547	\$ 148,341	\$ 140,764	\$ 139,206	\$ 135,000	\$ 10.00	\$ 10.00	
Welding Lab Fee	Day/Mid-Day Classes - This fee is to cover the rising cost of materials	per quarter	\$ 2,880	\$ 2,480	\$ 5,490	\$ 5,940	\$ 5,310	\$ 10,800	\$ 90.00	\$ 180.00	
Welding Lab Fee - Short Course	Night Class only - This fee is to cover the rising cost of materials	per quarter	\$ 900	\$ 770	\$ 2,286	\$ 3,198	\$ 3,322	\$ 10,800	\$ 30.00	\$ 90.00	
Wind Energy Systems Program Fee	Fee to cover costs related to this new two-year workforce program - <u>Eliminated effective FY15</u>	per 2-yr program	<i>New Fee</i>	\$ 3,500	\$ 22,000	\$ 17,750	\$ 17,505	\$ -	\$ 1,000.00	Eliminated	
Energy Systems Technology Fee	<u>Replaces</u> Wind Energy Fee above & applies to all Energy Systems Program students now	per quarter						\$ 27,000	See Above	\$ 150.00	
Nursing Application Fee	Fee required to apply for acceptance to the nursing program	application to program			<i>New fee in FY 2011-2012</i>	\$ 9,690	\$ 9,600	\$ 4,290	\$ 9,500	\$ 30.00	\$ 30.00
Nursing "Skills Practice" Supplies	This fee is to cover the rising cost of materials and equipment	per quarter	\$ 15,135	\$ 39,610	\$ 112,960	\$ 106,830	\$ 109,106	\$ 105,000	\$ 150.00	\$ 150.00	
Truck Driving Lab Fee	Fee helps to offset increased costs of materials, fuel and equipment	per quarter	\$ 33,825	\$ 42,381	\$ 60,950	\$ 55,650	\$ 55,261	\$ 55,000	\$ 1,325.00	\$ 1,325.00	
Truck Driving Lab Fee-Short Course	Fee helps to offset increased costs of materials, fuel and equipment	per quarter	\$ 13,050	\$ 16,260	\$ 21,750	\$ 26,250	\$ 28,018	\$ 27,500	\$ 750.00	\$ 750.00	
Bus Endorsement Lab Fee	Bus endorsement test fee and fee to cover increased costs of materials, fuel & equipment	per quarter	\$ 3,800	\$ 6,720	\$ 7,600	\$ 5,000	\$ 2,000	\$ 2,000	\$ 200.00	\$ 200.00	
<b>TOTAL GENERAL LOCAL FEE REVENUE</b>			<b>\$ 523,617</b>	<b>\$ 758,178</b>	<b>\$ 1,138,998</b>	<b>\$ 1,062,733</b>	<b>\$ 1,038,337</b>	<b>\$ 1,039,600</b>			

**Clarkston Facility Project.**

**Approval of COP for the Clarkston Facility.** Dr. VanAusdle reported the two Major Capital Project requests submitted were not funded, however, he highlighted the need for and a proposal to construct a multi-use facility on the Clarkston Campus to house Industrial Maintenance, Welding, Entrepreneurship and expanded Business programs with the potential for revenues from 75 FTES. Total estimated cost for a proposed 14,000 square foot building would be approximately \$4 million. A regional EDA representative has indicated there the possibility of matching grant funds for the project. Dr. VanAusdle requested the Board approve submitting a request to the State Board for a \$1.5 million COP (Certificate of Participation) request to the State Board and, if approved, it would be included in the 2015-17 system capital budget request to the legislature.

Dr. VanAusdle recommended, Mr. McQuary moved, and Mrs. Klaveano seconded to approve the request for authority to issue a COP of \$1.5 million for the Workforce and Business Development Center on the Clarkston Campus. *Motion carried.*

**WWCC Foundation Activities Report.** Mr. Bayne updated the Board on scholarships awarded and announced the addition of reserved seats and a new on-line ticketing system for the summer musical.

**Personnel.**

**Resignations/Retirements.** Mrs. Hartford announced the retirement of Dan Biagi, Business/Education Instructor.

**Personnel Update.** Mrs. Hartford reported on the progress of filling the following vacant positions: Office Technology/Business Instructor, Library, Math Instructor, Instructor at WSP, and Precision Ag Coordinator. Mrs. Hartford noted retirees and outstanding employees would be honored at an event June 4, negotiations with faculty continue, and negotiations with classified staff will begin soon.

**TACTC Spring Conference.** The Trustees reported on the recent TACTC Spring Conference held in Yakima.

**New and Unscheduled Business.** Dr. VanAusdle reported he had been asked to attend a White House event in Washington, DC on the Future of Workforce Development. Mrs. Fogg reported three auditors from the State Auditor's Office would begin an audit of the WWCC financial statements on May 22 and anticipated being on campus for three weeks. WWCC is the first college to undergo this type of audit in the system.

**Adjournment.** The meeting adjourned at 1:00 p.m.

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Steven L. VanAusdle, President

ATTEST:

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Mrs. Darcey Fugman-Small, Chair  
Board of Trustees



**Walla Walla Community College**

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

DATE: June 19, 2014  
TO: Board of Trustees  
FROM: Carlos Delgadillo  
RE: Enrollment Reports

The Final Spring Quarter Enrollment, 2013-14 Annual Enrollment, and Preliminary Summer Quarter Enrollment reports will be distributed at the June 25, 2014 Board meeting.



WALLA WALLA COMMUNITY COLLEGE - May 2014

	2013-2014 Approved Budget	April Adjusted Budget	May Adjusted Budget	Difference	Revenue to Date	% of Annual Budget	Prior Year Activity to Date	% of Prior Budget
<b>REVENUE:</b>								
<b>State Funds:</b>								
Base Allocation	\$12,842,356	\$13,090,479	\$13,090,479	\$0	\$11,328,168	86.54%	\$10,541,301	88.74%
Opportunity Grant	461,412	461,412	461,412	0	408,450	88.52%	403,859	87.53%
Worker Retraining	1,592,073	1,602,073	1,602,073	0	1,457,396	90.97%	1,457,269	91.83%
<b>Total State:</b>	<b>\$14,895,841</b>	<b>\$15,153,964</b>	<b>\$15,153,964</b>	<b>\$0</b>	<b>\$13,194,014</b>	<b>87.07%</b>	<b>\$12,402,429</b>	<b>89.05%</b>
<b>Local Funds:</b>								
<b>General:</b>								
Operating Fees	\$8,683,723	\$8,933,723	\$8,933,723	\$0	\$8,965,465	100.36%	\$8,655,033	101.66%
General Local	1,577,350	1,627,350	1,627,350	0	1,735,673	106.66%	2,064,405	107.69%
Running Start/Alternative Ed.	1,195,000	1,195,000	1,195,000	0	617,568	51.68%	833,188	74.39%
Foundation Support	112,500	112,500	112,500	0	112,500	100.00%	112,500	100.00%
Corrections Ed.-Indirect	624,885	660,068	682,771	22,703	556,040	81.44%	521,652	74.32%
Misc. Administrative	30,000	30,000	30,000	0	30,000	100.00%	75,000	100.00%
<b>Total General:</b>	<b>\$12,223,458</b>	<b>\$12,558,641</b>	<b>\$12,581,344</b>	<b>\$22,703</b>	<b>\$12,017,246</b>	<b>95.52%</b>	<b>\$12,261,778</b>	<b>98.57%</b>
<b>Self-Support:</b>								
Washington On Line (WAOL)	\$120,000	\$120,000	\$120,000	\$0	\$41,530	34.61%	\$245,769	54.62%
Community Service	75,000	75,000	75,000	0	80,342	107.12%	41,653	55.54%
Ancillary Programs	800,000	800,000	800,000	0	738,273	92.28%	646,703	80.84%
<b>Total Self Support:</b>	<b>\$995,000</b>	<b>\$995,000</b>	<b>\$995,000</b>	<b>\$0</b>	<b>\$860,145</b>	<b>86.45%</b>	<b>\$934,125</b>	<b>70.50%</b>
<b>Total Local Funds</b>	<b>\$13,218,458</b>	<b>\$13,553,641</b>	<b>\$13,576,344</b>	<b>\$22,703</b>	<b>\$12,877,391</b>	<b>94.85%</b>	<b>\$13,195,903</b>	<b>95.87%</b>
<b>TOTAL REVENUE</b>	<b>\$28,114,299</b>	<b>\$28,707,605</b>	<b>\$28,730,308</b>	<b>\$22,703</b>	<b>\$26,071,405</b>	<b>90.75%</b>	<b>\$25,598,332</b>	<b>92.44%</b>

	2013-2014 Approved Budget	April Adjusted Budget	May 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>EXPENDITURES:</b>										
<b>By Object</b>										
Salaries and Wages	\$16,538,006	\$17,269,501	\$17,249,606	(\$19,895)	\$15,261,167	\$0	\$15,261,167	88.47%	\$14,294,333	88.65%
Benefits	5,485,921	5,480,847	5,476,507	(4,340)	4,981,140	0	4,981,140	90.95%	4,666,277	86.86%
Rents	160,528	160,528	160,528	0	139,438	0	139,438	86.86%	137,245	84.57%
Utilities	815,455	815,455	815,455	0	706,915	0	706,915	86.69%	633,595	86.10%
Goods and Services *	3,136,725	2,927,729	2,972,166	44,437	2,329,373	193,880	2,523,253	84.90%	2,706,572	91.66%
Travel	233,947	273,012	271,933	(1,079)	254,004	0	254,004	93.41%	232,833	92.53%
Equipment	481,647	480,107	484,953	4,846	419,435	49,410	468,845	96.68%	667,136	85.65%
Subsidies/Transfers/Debt Service	1,262,070	1,300,426	1,299,160	(1,266)	1,212,479	947	1,213,426	93.40%	1,208,703	92.08%
<b>Total by Object</b>	<b>\$28,114,299</b>	<b>\$28,707,605</b>	<b>\$28,730,308</b>	<b>\$22,703</b>	<b>\$25,303,951</b>	<b>\$244,237</b>	<b>\$25,548,188</b>	<b>88.92%</b>	<b>\$24,546,694</b>	<b>88.64%</b>
<b>By Program</b>										
Instruction	\$11,701,259	\$12,029,485	\$11,988,627	(\$40,858)	\$10,652,883	\$34,621	\$10,687,504	89.15%	\$12,247,742	87.96%
Washington On Line (WAOL)	120,000	120,000	120,000	0	39,020	0	39,020	32.52%	294,372	65.42%
Community Service	75,000	75,000	75,000	0	53,838	0	53,838	71.78%	31,993	42.66%
Instructional Computing	400,567	404,940	414,716	9,776	396,260	34,631	430,891	103.90%	88,594	88.28%
Ancillary Support	800,000	800,000	800,000	0	762,953	4,479	767,432	95.93%	782,025	97.75%
Academic Administration	2,619,516	2,879,640	2,901,504	21,864	2,588,977	6,575	2,595,552	89.46%	549,496	88.84%
Library Services	566,538	596,872	596,965	93	525,305	2,018	527,323	88.33%	487,774	86.71%
Student Services	3,537,329	3,646,309	3,639,670	(6,639)	3,310,302	5,908	3,316,210	91.11%	3,375,778	91.53%
Institutional Support *	5,456,676	5,226,421	5,252,940	26,519	4,355,916	120,987	4,476,903	85.23%	3,830,600	87.21%
Facility Services	2,837,414	2,928,938	2,940,886	11,948	2,618,497	35,018	2,653,515	90.23%	2,858,320	92.78%
<b>Total by Program</b>	<b>\$28,114,299</b>	<b>\$28,707,605</b>	<b>\$28,730,308</b>	<b>\$22,703</b>	<b>\$25,303,951</b>	<b>\$244,237</b>	<b>\$25,548,188</b>	<b>88.92%</b>	<b>\$24,546,694</b>	<b>88.64%</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 14-15 fiscal budget.

**WALLA WALLA COMMUNITY COLLEGE**  
**Grants and Contracts**  
**May 2014**

	Current Month Changes	2013-2014 YTD Budget	Expenditures to Date	Encumbrances	Activity to Date	YTD Percentage Spent	Balance Expendable	Revenue to Date	Balance Receivable
<b>CORRECTIONS EDUCATION</b>	<b>\$216,076</b>	<b>\$6,636,159</b>	<b>\$5,799,784</b>	<b>\$170,683</b>	<b>\$5,970,467</b>	<b>90.0%</b>	<b>\$665,692</b>	<b>\$4,780,499</b>	<b>\$1,189,968</b>
<b>State Funded</b>									
Carl Perkins Federal Vocational	\$0	\$316,075	\$262,977	\$0	\$262,977	83.2%	\$53,098	\$201,504	\$61,473
Perkins-Leadership Block Grant	0	25,000	12,003	0	12,003	48.0%	12,997	6,107	5,896
Workfirst	0	345,777	277,975	679	278,654	80.6%	67,123	224,876	53,778
Water Management Center	0	375,000	207,856	86,690	294,546	78.5%	80,454	187,500	107,046
State Work Study	3,250	56,167	53,902	0	53,902	96.0%	2,265	52,917	985
Ag Center USDA Grant	0	886,362	399,078	204,832	603,910	68.1%	282,452	284,181	319,729
I-DEA Grant	7,308	78,767	75,110	0	75,110	95.4%	3,657	54,577	20,533
Adult Basic Education	0	196,231	165,075	0	165,075	84.1%	31,156	126,622	38,453
EI Civics	0	31,170	29,093	0	29,093	93.3%	2,077	21,755	7,338
Basic Food Employment & Training	0	191,995	33,302	76	33,378	17.4%	158,617	77,902	(44,524)
Early Achiever Opportunity Grant	0	43,500	40,370	0	40,370	92.8%	3,130	26,854	13,516
SBCTC Achieving the Dream	0	50,000	50,000	0	50,000	100.0%	0	50,000	0
ABE Leadership Block Grant	0	5,948	4,067	0	4,067	68.4%	1,881	2,645	1,422
<b>Total State Funded</b>	<b>\$10,558</b>	<b>\$2,601,992</b>	<b>\$1,610,808</b>	<b>\$292,277</b>	<b>\$1,903,085</b>		<b>\$698,907</b>	<b>\$1,317,440</b>	<b>\$585,645</b>
<b>Federal Funded</b>									
Student Support Services (SSS)	\$0	\$392,210	\$361,160	\$87	\$361,247	92.1%	\$30,963	\$295,518	\$65,729
Title III	0	521,722	360,027	54,798	414,825	79.5%	106,897	293,506	121,319
USDA - National Institute of Food & Ag	0	106,772	25,923	62,312	88,235	82.6%	18,537	0	88,235
College Work Study	0	91,809	72,845	0	72,845	79.3%	18,964	68,767	4,078
<b>Total Federal Funded</b>	<b>\$0</b>	<b>\$1,112,513</b>	<b>\$819,955</b>	<b>\$117,197</b>	<b>\$937,152</b>		<b>\$175,361</b>	<b>\$657,791</b>	<b>\$279,361</b>
<b>Private Funded</b>									
Customized Contract Training	\$0	\$25,000	\$13,838	\$0	\$13,838	55.4%	\$11,162	\$16,006	(\$2,168)
EMS Trauma Training	0	7,465	6,895	0	6,895	92.4%	570	5,486	1,409
Parent Co-op	0	75,000	63,683	0	63,683	84.9%	11,317	68,454	(4,771)
Child Care Aware	0	90,152	49,863	39	49,902	55.4%	40,250	71,851	(21,949)
Corrections Education AA Degree	0	295,127	261,835	6,939	268,774	91.1%	26,353	105,127	163,647
Corrections Education Open Society	0	39,624	36,573	0	36,573	92.3%	3,051	36,573	0
Skill Up Washington	0	54,201	48,049	6,152	54,201	100.0%	0	54,201	0
ESD 123 Daycare Contract	0	20,306	1,143	0	1,143	5.6%	19,163	15,136	(13,993)
Coleman Foundation Grant & Match	0	20,000	8,204	0	8,204	41.0%	11,796	16,607	(8,403)
Lake Michigan College Wine Education	0	61,800	30,958	0	30,958	50.1%	30,842	61,800	(30,842)
Avista	0	35,750	24,919	0	24,919	69.7%	10,831	35,750	(10,831)
<b>Total Private Funded</b>	<b>\$0</b>	<b>\$724,425</b>	<b>\$545,960</b>	<b>\$13,130</b>	<b>\$559,090</b>		<b>\$165,335</b>	<b>\$486,991</b>	<b>\$72,099</b>
<b>Fiscal Agent Contracts</b>									
Community Network	\$12,746	\$109,260	\$82,619	\$0	\$82,619	75.6%	\$26,641	\$108,169	(\$25,550)
Early Learning Coalition (ELC)	0	65,476	30,043	0	30,043	45.9%	35,433	58,960	(28,917)
Snake River Salmon Recovery Board (SRSRB)	0	398,601	286,187	51,407	337,594	84.7%	61,007	187,299	150,295
Bonneville Power Administration (SRSRB)	0	331,442	233,302	84,506	317,808	95.9%	13,634	197,981	119,827
<b>Total Fiscal Agent Contracts</b>	<b>\$12,746</b>	<b>\$904,779</b>	<b>\$632,151</b>	<b>\$135,913</b>	<b>\$768,064</b>		<b>\$136,715</b>	<b>\$552,409</b>	<b>\$215,655</b>
<b>TOTAL</b>	<b>\$239,380</b>	<b>\$11,979,868</b>	<b>\$9,408,658</b>	<b>\$729,200</b>	<b>\$10,137,858</b>	<b>84.6%</b>	<b>\$1,842,010</b>	<b>\$7,795,130</b>	<b>\$2,342,728</b>



**Walla Walla Community College**

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

DATE: June 18, 2014

TO: Board of Trustees

FROM: Davina Fogg  
Vice President of Financial Services

RE: Allocation of Local Funds to Match EDA Grant Application

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Recommendation:

I have reviewed the reserve balances of the College in relation to the matching requirements of the EDA grant application submitted on 6/11/14 and I recommend that \$1.5 million in Local Fund 148 reserves be allocated as match for the Workforce and Business Development Center construction project on the Clarkston Campus.

Background:

At the May 21, 2014 Board Meeting a motion was approved to request the authority to issue \$1.5 million in Certificates of Participation (COP) as part of the State's 2015-17 biennial budget. That request has been advanced to the State Board for Community and Technical Colleges for approval to be included in the CTC system's capital budget request. The COP would be part of an overall funding strategy to construct the Workforce and Business Development Center on the Clarkston Campus.

Since the May board meeting we have been contacted by the Economic Development Administration (EDA) about the possibility of applying for an EDA grant immediately. Application for an EDA grant of approximately \$3.2 million was part of the overall funding strategy presented at the May meeting but this new information required speeding up the application process as their due date was 6/11/14. By submitting an application during this funding cycle as requested, we believe we have a stronger possibility of being awarded the grant.

The timing of this funding opportunity with EDA requires that WWCC identify and commit the appropriate matching funds at the time of application. Because of this timing issue, approval of an allocation of local fund reserves is recommended.

Walla Walla Community College  
Workforce and Business Development Center - Clarkston Campus  
Proposed Project Budget for EDA Grant Application

Proposed Revenue Sources:

EDA Grant - 60%		\$ 3,231,000
Match Funding - 40%		
WWCC local reserves	\$ 1,500,000	
WWCC Foundation	250,000	
In-Kind - Land/Building Site	204,000	
State Equipment Allocation	200,000	
Total State and Local Matching Funds		2,154,000
Total All Funding Sources		\$ 5,385,000

Estimated Expenditures:

Administrative & Legal Fees	\$ 37,000	
Architectural & Engineering Fees	517,000	
Inspection Fees	40,000	
Construction Costs	4,025,000	
Equipment	385,000	
Miscellaneous	100,000	
Contingencies	281,000	
Total Estimated Project Costs		\$ 5,385,000



**Walla Walla Community College**

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

June 17, 2014

From: Davina Fogg  
 Vice President of Financial Services

Re: 2013-2014 Capital Budget Status Report

Type	Code	Title	Budget	Encumbrances	Expenditures	Balance
<b>2013-2015 Appropriations</b>						
S	4Z5A	2013-15 Repairs and Minor Improvements	\$ 377,600	\$ 41,532	\$ 211,757	\$ 124,311
S	4Z5B	2013-15 Facility Repair - Dome Piping	\$ 114,000	\$ 15,399	\$ -	\$ 98,601
S	4Z5C	2013-15 Facility Repair - Diesel/Oil Water Separator	\$ 79,000	\$ 11,122	\$ -	\$ 67,878
S	4Z5D	2013-15 Facility Repair - Air Compressors	\$ 289,000	\$ 39,354	\$ 3,964	\$ 245,682
S	4Z5E	2013-15 Facility Repair - Tech Center Boiler	\$ 92,000	\$ 28,730	\$ 43,096	\$ 20,174
S	4Z5F	2013-15 Facility Repair - Tech Ctr. Fire Alarm System	\$ 326,000	\$ 110,588	\$ 51,872	\$ 163,540
S	4Z5G	2013-15 Facility Repair - Diesel Overhead Doors	\$ 90,000	\$ -	\$ 63,886	\$ 26,114
S	4Z5H	2013-15 Facility Repair - Main Bldg. Walk-in Refrig.	\$ 188,000	\$ -	\$ -	\$ 188,000
S	4Z5I	2013-15 Facility Repair - Clarkston Heat Pumps	\$ 484,000	\$ 54,036	\$ 55,781	\$ 374,183
S	4Z5J	2013-15 Facility Repair - Clarkston Sprinklers	\$ 59,000	\$ -	\$ -	\$ 59,000
S	4Z5K	2013-15 Minor Works - WW Campus Business Office	\$ 562,906	\$ 89,267	\$ -	\$ 473,639
S	4Z5L	2013-15 Roof Repair - Main Bldg. Roof & Insulation	\$ 351,000	\$ -	\$ -	\$ 351,000
S	4Z5M	2013-15 Site Repair - Clarkston Drainage	\$ 76,000	\$ -	\$ -	\$ 76,000
S	4Z5x	2013-15 Emergency Repairs	\$ 114,347	\$ -	\$ 114,347	\$ -
		<b>TOTAL</b>	<b>\$ 3,202,853</b>	<b>\$ 390,028</b>	<b>\$ 544,703</b>	<b>\$ 2,268,122</b>
<b>2011-2013 Appropriations</b>						
S	4Z10	Roof Repair - Main Building	\$ 53,217	\$ -	\$ -	\$ 53,217
S	4Z19	Minor Works - Repairs & Minor Improvements	\$ 5,977	\$ -	\$ 5,977	\$ -
S	4Z14	Facility Repair - HVAC Repair - Library/Bookstore	\$ 41,489	\$ -	\$ -	\$ 41,489
S	4Z15	Facility Repair - HVAC Repair - Technology Ctr.	\$ 8,827	\$ -	\$ 7,873	\$ 954
S	4Z16	Facility Repair - Sump Pumps	\$ 22,660	\$ 18,513	\$ -	\$ 4,147
S	4Z17	Facility Repair - Domestic Water Line -Dome	\$ 142,269	\$ 19,677	\$ -	\$ 122,592
		<b>TOTAL</b>	<b>\$ 274,439</b>	<b>\$ 38,190</b>	<b>\$ 13,850</b>	<b>\$ 222,399</b>
<b>Local Funds and Grants</b>						
L	4Z71	Clarkston Nursing	\$ 2,306	\$ -	\$ 2,306	\$ -
L	4Z8x	Water Center Expansion - Local	\$ 181,521	\$ -	\$ 9,670	\$ 171,851
G	4Z86	Economic Dev. Admin. - Water Ctr. Expansion	\$ 124,417	\$ -	\$ 9,670	\$ 114,747
G	4ZPx	IPZ Alternative Energy	\$ 2,892,867	\$ 57,530	\$ 228,914	\$ 2,606,423
G	4ZP6	PP&L Blue Sky Grant	\$ 22,000	\$ -	\$ -	\$ 22,000
L	4Z93	Wind Expansion	\$ 2,844	\$ -	\$ 2,844	\$ -
		<b>TOTAL</b>	<b>\$ 3,225,955</b>	<b>\$ 57,530</b>	<b>\$ 253,404</b>	<b>\$ 2,915,021</b>
<b>TOTAL ALL FUNDS</b>			<b>\$ 6,703,247</b>	<b>\$ 485,748</b>	<b>\$ 811,956</b>	<b>\$ 5,405,542</b>

Percent Uncommitted **80.6%**

Fund Types:

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