



**Board of Trustees, District No. 20  
Walla Walla Community College  
Board Meeting Agenda  
Board Room (161) | WWCC Walla Walla Campus  
Wednesday | January 22, 2025 | 9:30 a.m.**

To connect to the Wednesday, January 22, 2025 Board Meeting virtually, go to ZOOM: <https://wwcc-edu.zoom.us/j/85967456585> or dial-in: 253/215-8782.

**Study Session**

*All Times are Estimates*

<b>9:30 a.m.</b>	<b>Call to Order</b> <i>Mr. Tim Burt, Chair</i>	
	<b>Approval of Agenda</b> <i>Mr. Burt</i>	<b>Action</b>
<b>9:35 a.m.</b>	<b>Recess to Executive Session to Discuss Negotiations and Purchase or Lease of Real Estate</b>	
<b>10:00 a.m.</b>	<b>KPI Report: Participatory Governance</b> <i>Dr. Chad Hickox and Dr. Chad Miltenberger</i>	<b>Discuss</b>
<b>10:25 a.m.</b>	<b>Break</b>	

**Board Meeting Agenda**

*All Times are Estimates*

<b>10:30 a.m.</b>	<b>Board Meeting Resumes</b>	
<b>10:30 a.m.</b>	<b>Consent Agenda</b> <i>Mr. Burt</i> <ol style="list-style-type: none"><li><b>1. December 18, 2024 Board Meeting Minutes</b></li><li><b>2. Personnel Update</b></li></ol>	<b>Action</b>  <b>Tab 1</b> <b>Tab 2</b>
<b>10:35 a.m.</b>	<b>President's Report</b> <i>Dr. Hickox</i>	<b>Discuss</b>
<b>10:50 a.m.</b>	<b>Student Government Association Activity Report</b> <i>Ms. Natalie Wade</i>	<b>Discuss</b>
<b>11:00 a.m.</b>	<b>Faculty Senate Update</b> <i>Mr. Michael Rostollan</i>	<b>Discuss</b>

<b>11:10 a.m.</b>	<b>Enrollment Reports</b> ➤ <b>Final Fall Enrollment Report</b> ➤ <b>Interim Winter Quarter Enrollment Report</b> <i>Dr. Nick Velluzzi</i>	<b>Discuss</b>	<b>Tab 3</b>
<b>11:20 a.m.</b>	<b>December Financial Report</b> <i>Mr. Patrick Sisneros</i>	<b>Discuss</b>	<b>Tab 4</b>
<b>11:30 a.m.</b>	<b>Board Policy Review</b> ➤ <b>Board Policy 1600</b> ➤ <b>Board Policy 1610</b> <i>Dr. Hickox</i>	<b>Discuss</b>	<b>Tab 5</b>
<b>11:40 a.m.</b>	<b>Budget</b> <i>Dr. Hickox</i>	<b>Discuss</b>	
<b>11:50 a.m.</b>	<b>Board Reports / Remarks</b>	<b>Discuss</b>	
<b>12:00 p.m.</b>	<b>New and Unscheduled Business</b>	<b>Discuss</b>	
<b>12:10 p.m.</b>	<b>Public Comment</b> <i>Persons wishing to express their views on any matter must sign up in advance and are limited to three minutes.</i>		
<b>12:20 p.m.</b>	<b>Adjournment</b>		

**Optional Meet & Greet w/Walla Walla Faculty Participating in Tenure Process**

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

The Board of Trustees of Community College District No. 20 met in regular session on Wednesday, December 18, 2024 in the Board Room on the Walla Walla Community College Walla Walla Campus and via Zoom. Mr. Tim Burt called the meeting to order at 9:33 a.m.

**Trustees present:** Mr. Tim Burt, Chair  
Ms. Tara Leer  
Ms. Michelle Liberty  
Mr. Bill Warren

**Administrators present:** Dr. Chad Hickox, President  
Mr. Dante Leon, Vice President, Instruction  
Mr. Patrick Sisneros, Vice President, Administrative Services  
Dr. Colleen Vandenboom, Vice President, Student Services  
Dr. Nick Velluzzi, Vice President, Planning, Effectiveness & Economic Development  
Dr. Cynthia Azari, Interim Dean, Arts & Sciences  
Dr. Lisa Chamberlin, Dean, Enrollment Strategies  
Ms. Jennifer Clayton, Dean, Nursing & Allied Health  
Ms. Jessica Cook, Executive Director, Foundation  
Ms. Christy Doyle, Dean, Access & Opportunity  
Ms. Stephanie Groom, Director, Human Resources  
Dr. John Lederer, Interim Dean, Workforce Transfer & Trades  
Dr. Chad Miltenberger, Dean, Clarkston Campus  
Dr. Allen Sutton, Director, Connection & Belonging  
Ms. Rebecca Thorpe, Director, Marketing & Communications/PIO

**Also present:** Ms. Debra Erikson, Assistant Dean, Student Success  
Ms. Doreen Kennedy, Recording Secretary  
Mr. Bryan Ovens, AAG  
Ms. Lori Peterson, Director, Budget & Fiscal Services

**Approval of Agenda.**

Ms. Liberty moved and Ms. Leer seconded to approve the agenda for the December 18, 2024 Board of Trustees meeting as presented. *Motion carried.*

**Consent Agenda.**

Ms. Leer moved and Ms. Liberty seconded that the consent agenda items be approved or accepted, as appropriate: 1) November 20, 2024 Board Meeting Minutes, 2) Personnel

Update, 3) Interim Fall and Preliminary Winter Quarter Enrollment Reports, 4) November Financial Report.  
*Motion carried.*

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

- Campus Culture Building: Dr. Sutton, Director of Culture & Belonging, has been building the framework for a project that will be rolled out to campus in the near future to address campus culture, recently having met with faculty senate to share the project rationale.
- Internal Campus Communications Survey: As part of our communications strategy, a survey has been conducted by Rebecca Thorpe, new Marketing & Communications Director, to gauge how the campus prefers to have internal campus information shared. We will be incorporating some upcoming changes to campus communications as a result of the survey.

**Introduction of Director of Marketing & Communications/PIO.** Dr. Hickox introduced Ms. Rebecca Thorpe, WWCC's new Director of Marketing & Communications and Public Information Officer.

**Budget.** Dr. Hickox discussed issues at the legislative level affecting Washington State, specifically higher education and what effect it may have on the college's budget as we move into the next biennium and fiscal year 2026, including an update on the discussions regarding the OFM error.

**Board Reports / Remarks.** The following items were discussed:

- Enrollment Report – incorporate graphic showing enrollment trends/comparison
- Foundation Donor Event – Ms. Liberty commented that the event was very nice

**New and Unscheduled Business.** The following items were discussed:

- Legislative Hill Climb – January 30, 2025

**Public Comment.** None.

**Adjournment.** The meeting adjourned at 10:26 a.m.

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Dr. Chad E. Hickox, President

ATTEST:

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Mr. Tim Burt  
Board of Trustees

WALLA WALLA COMMUNITY COLLEGE

MEMORANDUM

DATE: January 14, 2025

TO: Board of Trustees

FROM: Stephanie Groom, Director of Human Resources

SUBJECT: Personnel Update

Below is an update reflecting changes to college personnel in December 2024.

**New Hires:**

Camp, Reid — Science & Technical Coordinator, Snake River Salmon Recovery Board  
Sherry, Elizabeth — Instruction & Classroom Support Tech 2, Workforce Transfer & Trades

**Separations:**

Garnett McCredy, Lisl — Program Specialist 2, Access & Opportunity  
Herrmann, Diana — Director of Guided Pathways, Student Services  
Nino, Eric — Instruction & Classroom Support Tech 1, Workforce Transfer & Trades  
Stone, Violet — Secretary Senior, Student Services

**Changes:**

Ortiz-Lopez, Rigoberto — Custodian 3, Facilities

**Full-Time Positions Currently Posted:**

Athletic Trainer  
Basic Skills Instructor, WSP  
Dean of Arts & Sciences  
Director, Center for Integrated Learning  
Nursing Instructor (tenure track)  
Nursing Program Administrator  
Program Coordinator, WSP  
Tasting Room Wine Marketing & Sales Manager



**Walla Walla Community College**

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

DATE: January 16, 2025  
TO: Board of Trustees  
FROM: Dr. Nick Velluzzi  
RE: Final Fall Quarter Enrollment

This memo reports final enrollment for Fall Quarter 2024.

- State supported enrollment for fall quarter is reporting 1,835 FTE, which is up 125 FTE or 7% from 1,710 FTE at the **close** of fall quarter 2023.
- Contract enrollment is reporting 1,208 FTE, down 72 FTE or 6%, from the **close** of fall quarter 2023.
- Self-support enrollment is reporting 49 FTE, up 1 FTE from the **close** of fall 2023.
- Interim fall quarter enrollment for combined fund sources is reporting 3,093 FTE, up 54 FTE or 2% from 3,093 FTE at the **close** of fall quarter 2023.



## Walla Walla Community College

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

DATE: January 16, 2025

TO: Board of Trustees

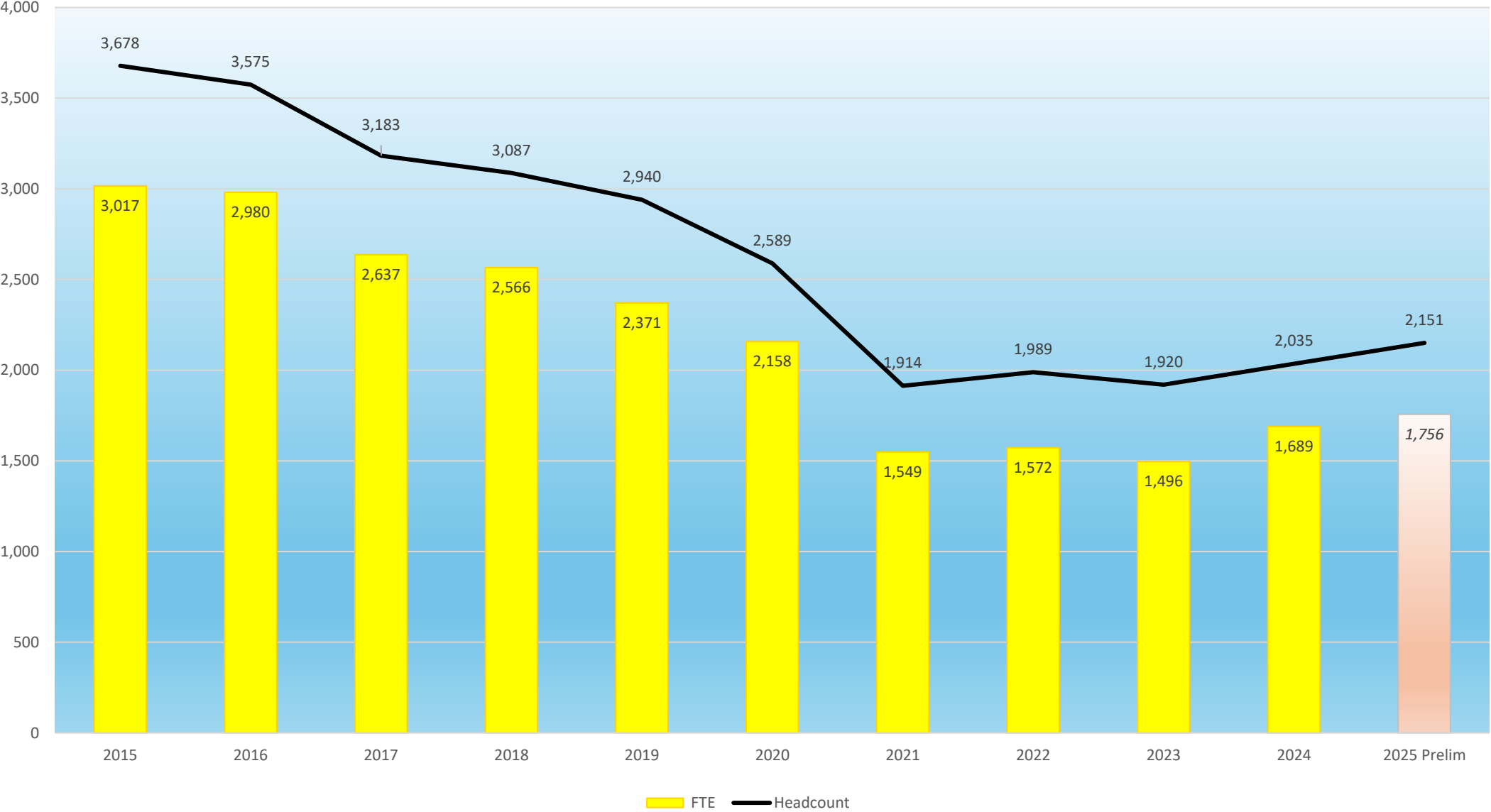
FROM: Dr. Nick Velluzzi

RE: Interim Winter Quarter Enrollment

This memo reports interim enrollment for Winter Quarter 2025.

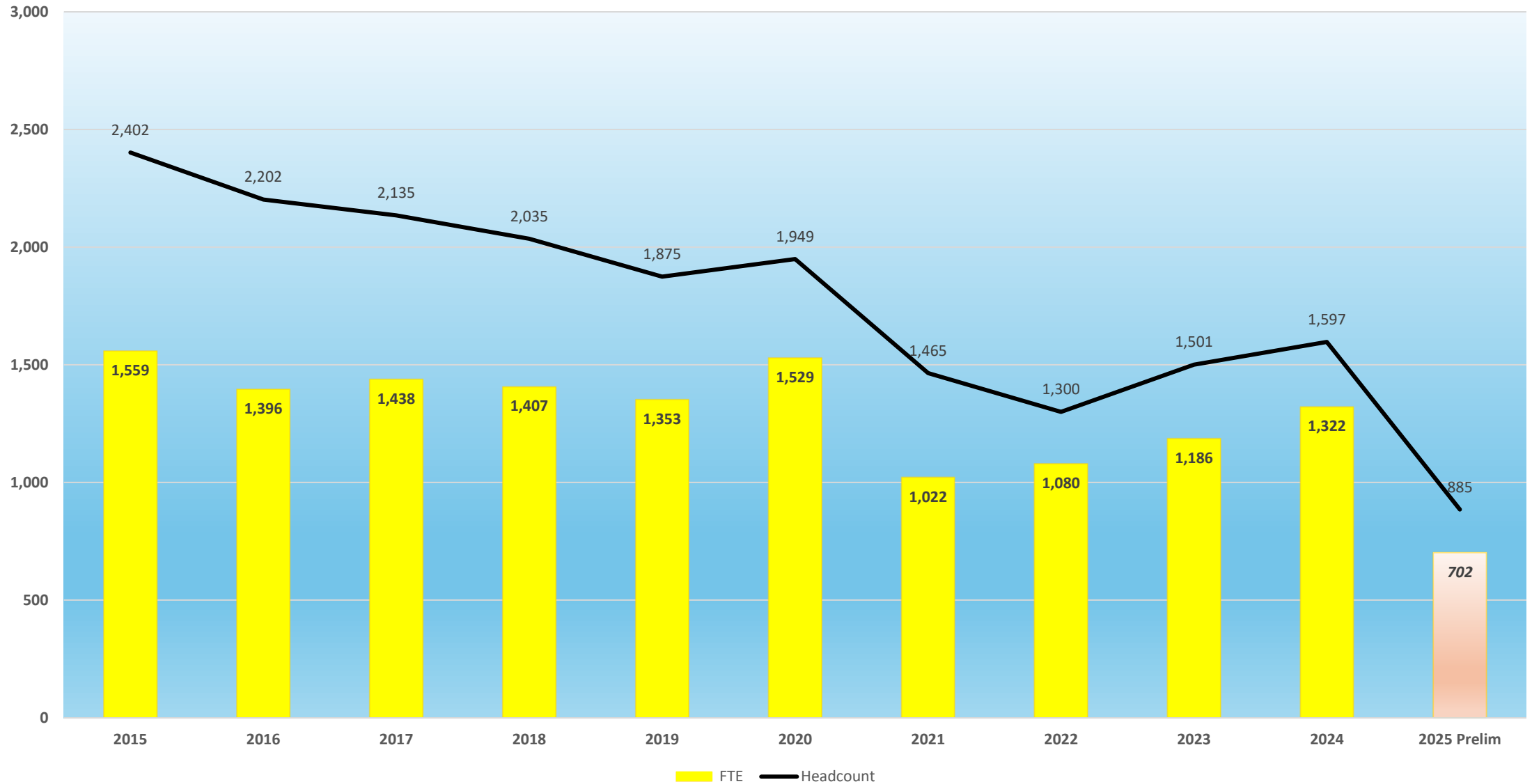
- State supported enrollment for winter quarter is reporting 1,756 FTE, which is up 67 FTE or 4% from 1,689 FTE at the **close** of winter quarter 2024.
- Contract enrollment is reporting 702 FTE, down 620 FTE or 47%, from the **close** of winter quarter 2024. Consistent with enrollment patterns in the two corrections sites, Washington State Penitentiary and Coyote Ridge Corrections Center, we anticipate enrollment to continue to grow for at least the remainder of the month.
- Self-support enrollment is reporting 9 FTE, down 48 FTE from the **close** of winter 2024. Self-support enrollment is expected to increase throughout the quarter.
- Interim winter quarter enrollment for combined fund sources is reporting 2,466 FTE, down 601 FTE or 20% from 3,068 FTE at the **close** of winter quarter 2024.

# Winter Quarter: State Funded FTE & Headcount

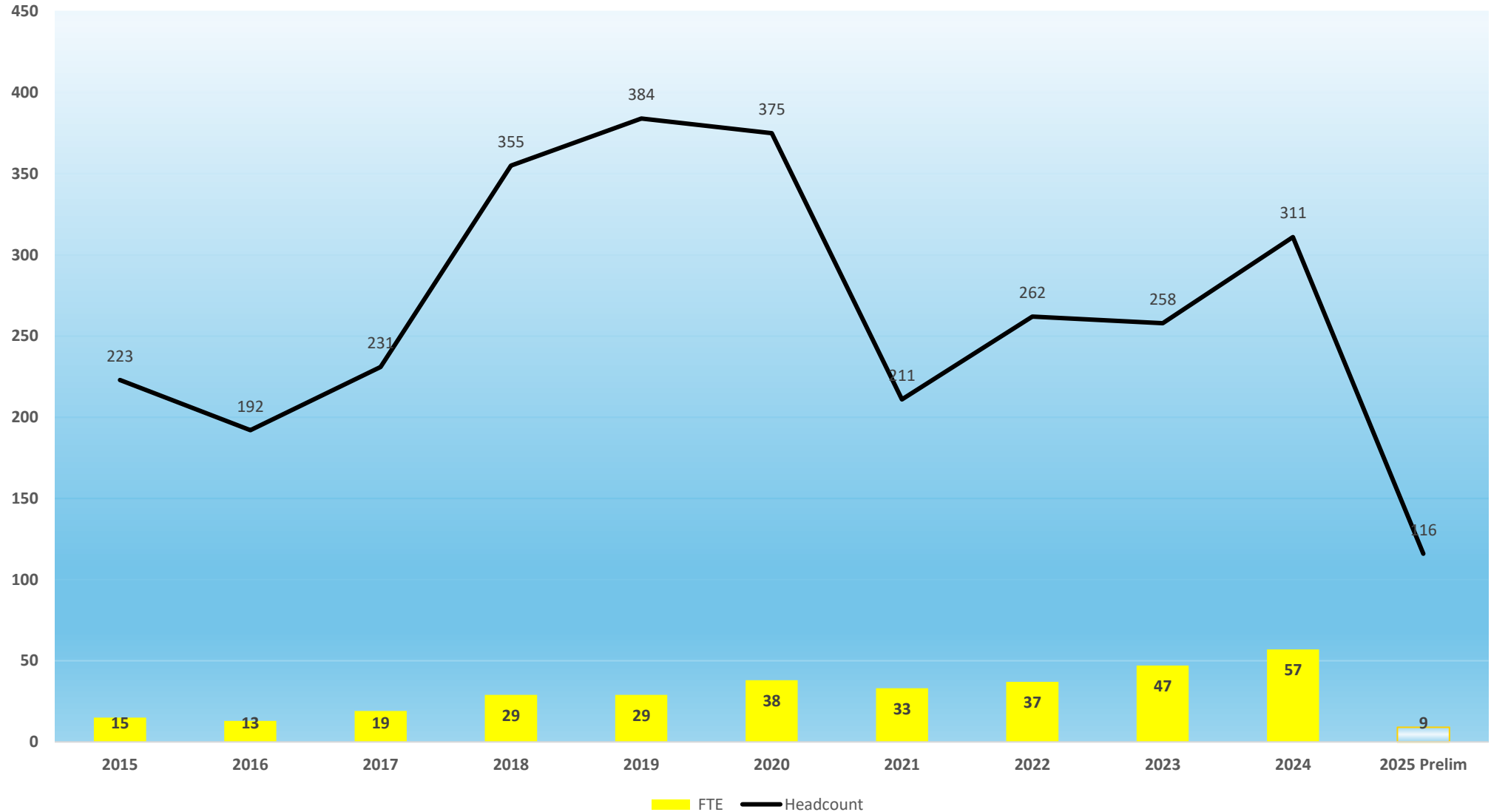




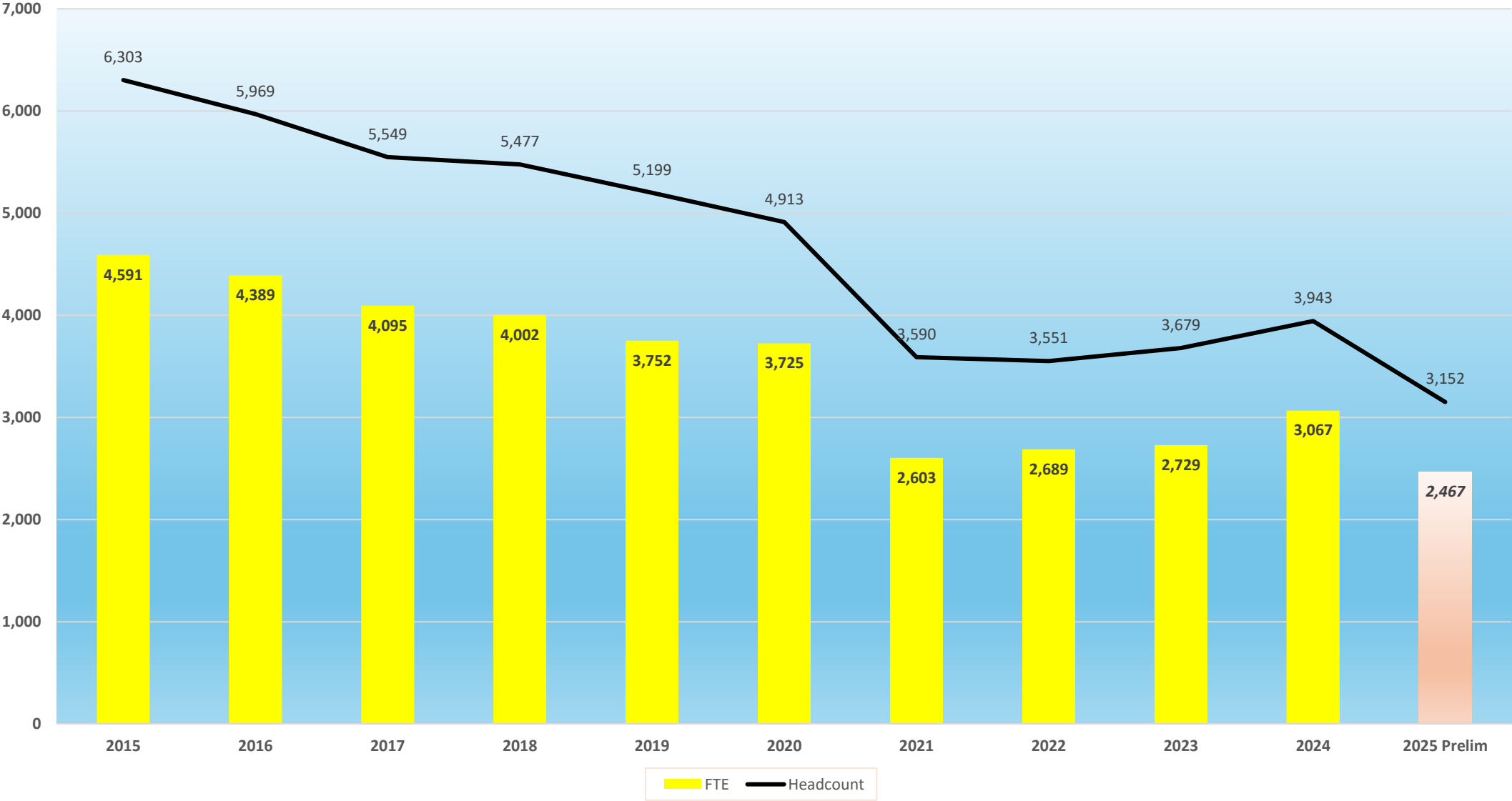
# Winter Quarter: Contract FTE & Headcount



# Winter Quarter: Self Support FTE & Headcount



# Winter Quarter: Combined Funds & Headcount



# Winter Quarter: Running Start



# Financial Results

For Period Ending December 31, 2024

Board of Trustees Meeting  
January 22, 2025



# Presentation Summary

- ☐ Operating Budget:
  - Operating Budget Reconciliation
  - Revenue
  - Expenditures, by Category and Function
  - Course/Program Fees
  - Self Support Programs
- ☐ Grants and Contracts
- ☐ Enterprise Funds
- ☐ Fund Balance and Reserve Health
- ☐ Year End Forecast June 30, 2025
- ☐ Capital Projects Update
- ☐ Questions



# FY2025 Operating Budget

Approved 2024-2025 Operating Budget \$39,675,865

Approved 2024-2025 Course/Program Fees Budget 1,697,708

**Approved 2024-2025 Operating Budget \$41,373,573**

## Operating Budget

Approved 2024-2025 Operating Budget (less dedicated student fees) \$39,653,646

Allocation 1 - Baseline funding true-up(Budgeted vs. Allocation 1) \$857

Allocation 1 - Other Earmarks/Provisos true-up (Budgeted vs. Allocation 1) -25,860

Allocation 1 - Incarcerated Students Grants SSB5953 136,500

Allocation 1 - Early Achievers Grant Supports 25,000

Allocation 2 - Higher Ed Opioid Prevention 2SHB 2112 12,118

Allocation 2 - Student Emergency Assistance Grants 35,775

Allocation 2 - Trucking/School Bus Driving 11,261

Allocation 3 - Guided Pathways 500

Allocation 3 - Goldstar Families 4,521

Allocation 4 - Centers of Excellence -2,000

198,672

**Updated 2024-2025 Adjusted Operating Budget \$39,852,318**



# Revenue

	2024-2025 Adjusted Budget	% of Total	2024-2025 YTD Actuals	% of Budget	2023-2024 YTD Actuals	% of Budget	Difference over Prior Year	% Change YOY
<b>State Allocation</b>								
Base Allocation	\$20,246,738	51%	\$9,942,135	49%	\$9,514,300	50%	\$427,834	4%
Opportunity Grant	461,412	1%	169,755	37%	188,092	41%	-18,337	-10%
Other Earmarks/Provisos	4,879,237	12%	1,828,281	37%	1,253,525	0%	574,756	
Worker Retraining	1,703,115	4%	721,256	42%	584,352	34%	136,904	23%
Total State Revenue	\$27,290,502	68%	\$12,661,427	46%	\$11,540,270	44%	\$1,121,158	10%
<b>Tuition &amp; Other Revenue</b>								
Tuition, Net of Waivers	\$6,650,000	17%	\$4,802,416	72%	\$4,404,792	71%	\$397,624	9%
Other Misc Revenue	1,131,816	3%	484,910	43%	640,206	79%	-155,296	-24%
Open Doors Program	200,000	1%	95,443	48%	-	0%	95,443	0%
Running Start	1,980,000	5%	967,003	49%	21,517	1%	945,486	4394%
Foundation Support	250,000	1%	50,000	20%	50,000	20%	0	0%
Grants and Contracts - Indirect	1,100,000	3%	443,285	40%	413,151	41%	30,134	7%
Community Service	300,000	1%	162,732	54%	193,553	74%	-30,821	-16%
Ancillary Programs	150,000	0%	62,372	42%	38,797	26%	23,575	61%
Total Tuition & Other Revenue	\$11,761,816	30%	\$7,068,160	60%	\$5,762,014	\$0	\$1,306,145	23%
Use of Fund Balance (ctcLink)	\$0	0%	\$0	0.0%	\$182,170	49%	-\$182,170	-100%
CRSSAA/ARPA Funding	\$800,000	2%	\$61,739	0.2%	\$3,080	55%	\$58,659	1905%
<b>TOTAL REVENUE</b>	<b>\$39,852,318</b>	<b>100%</b>	<b>\$19,791,326</b>	<b>50%</b>	<b>\$17,487,534</b>	<b>46%</b>	<b>\$2,303,792</b>	<b>13%</b>





# Expenditures, *by Category*

	2024-2025 Adjusted Budget	% of Total	2024-2025 YTD Actuals	% of Budget	2023-2024 YTD Actuals	% of Budget	Difference over Prior Year	% Change YOY
Salaries and Wages	\$24,253,171	61%	\$10,481,868	43%	\$9,468,551	41%	\$1,013,317	11%
Benefits	8,164,267	21%	3,533,392	43%	3,297,378	43%	236,014	7%
Rents	15,000	0%	19,370	129%	11,829	84%	7,541	64%
Utilities	1,232,026	3%	467,917	38%	490,642	43%	-22,725	-5%
Goods and Services	3,263,454	8%	1,943,783	60%	1,781,349	65%	162,434	9%
Travel	397,754	1%	103,607	26%	87,006	55%	16,601	19%
Equipment	207,556	1%	466,137	225%	481,068	66%	-14,930	-3%
Fin Aid, Debt Service, Transfers	2,172,408	5%	683,623	31%	538,790	26%	144,833	27%
<b>TOTAL EXPENSE</b>	<b>\$39,705,636</b>	<b>100%</b>	<b>\$17,699,698</b>	<b>45%</b>	<b>\$16,156,613</b>	<b>43%</b>	<b>\$1,543,084</b>	<b>10%</b>



# Expenditures, *by Function*

	2024-2025 Adjusted Budget	% of Total	2024-2025 YTD Actuals	% of Budget	2023-2024 YTD Actuals	% of Budget	Difference over Prior Year	% Change YOY
Instruction	\$15,547,635	39%	\$6,220,541	40%	\$5,402,013	37%	\$818,528	15%
Community Service	300,000	1%	216,198	72%	114,201	44%	101,997	89%
Instructional Computing	194,405	0%	356,920	184%	108,447	54%	248,473	229%
Ancillary Programs	127,044	0%	75,669	60%	39,287	26%	36,381	93%
Academic Administration	2,900,031	7%	1,220,487	42%	1,322,302	44%	-101,815	-8%
Library Services	585,449	1%	294,774	50%	317,964	49%	-23,190	-7%
Student Services	6,871,275	17%	3,021,347	44%	2,457,724	41%	563,623	23%
Institutional Support	8,748,926	22%	4,228,778	48%	4,373,990	49%	-145,212	-3%
Facility Services	4,430,871	11%	2,064,984	47%	2,020,685	47%	44,299	2%
<b>TOTAL EXPENSE</b>	<b>\$39,705,636</b>	<b>100%</b>	<b>\$17,699,698</b>	<b>45%</b>	<b>\$16,156,613</b>	<b>43%</b>	<b>\$1,543,084</b>	<b>10%</b>



# Course/Program Fees

	Academic Transfer	Vocational Programs	Healthcare Education	Facility Use Fees	eLearning Fees	Technology Fee	Intl Student Fees	Total
Student Fee Revenue, Year-to-date	\$63,446	\$531,435	\$204,593	\$388,393	\$347,854	\$129,376	\$1,060	\$1,666,157
less: Program costs	59,695	203,825	95,006	218,029	330,436	76,131	42	983,163
<b>Net Profit/(Loss), Year-to-date</b>	<b>\$3,751</b>	<b>\$327,610</b>	<b>\$109,587</b>	<b>\$170,364</b>	<b>\$17,418</b>	<b>\$53,244</b>	<b>\$1,018</b>	<b>\$682,994</b>
Opening Fund Balance, 7/1/24	\$86,307	\$513,102	\$232,635	\$1,011,952	\$697,498	(\$65,885)	\$40,820	\$2,516,428
<b>Fund Balance as of 12/31/2024</b>	<b>\$90,058</b>	<b>\$840,712</b>	<b>\$342,222</b>	<b>\$1,182,316</b>	<b>\$714,917</b>	<b>(\$12,641)</b>	<b>\$41,838</b>	<b>\$3,199,422</b>



# Self-Support Programs

	Quest	Cont/Comm Education	Resale Programs	2nd Chance Pell	Total
Revenue, Year-to-date	\$58,623	\$49,709	\$62,372	\$54,400	\$225,103
less: Program costs	<u>27,289</u>	<u>111,543</u>	<u>75,669</u>	<u>77,366</u>	<u>291,867</u>
<b>Net Profit/(Loss), Year-to-date</b>	<b>\$31,334</b>	<b>-\$61,834</b>	<b>-\$13,297</b>	<b>-\$22,967</b>	<b>-\$66,763</b>
Opening Fund Balance, 7/1/24	<u>\$32,848</u>	<u>-\$151,521</u>	<u>-\$55,120</u>	<u>\$123,863</u>	<u>-\$49,930</u>
<b>Fund Balance as of 12/31/2024</b>	<b><u>\$64,182</u></b>	<b><u>-\$213,355</u></b>	<b><u>-\$68,417</u></b>	<b><u>\$100,896</u></b>	<b><u>-\$116,694</u></b>



# Grants and Contracts

	Dec 2024 Budget Changes	2024-2025 YTD Budget	Expenditures to Date	YTD % Spent
Corrections Education	\$ -	\$ 8,846,839	\$ 4,360,362	49%
State Funded Grants	261,422.00	2,770,991	1,150,605	42%
Federal Funded Grants	72,050.00	1,817,040	1,045,640	58%
Private Funded Grants	-	290,500	14,762	5%
Fiscal Agent Grants	-	675,030	449,460	67%
<b>TOTAL GRANTS &amp; CONTRACTS</b>	<b>\$ 333,472</b>	<b>\$ 14,400,400</b>	<b>\$ 7,020,830</b>	<b>49%</b>



# Enterprise Funds

	SGA/Athletics	Bookstore	Culinary	College Cellars	Other Enterprise	Total
<b><u>Revenue, Year-to-date</u></b>						
Tuition/Fees	\$602,128	-\$180	\$280	\$0	\$4,609	\$606,837
Sales	828	125,478	14,770	127,952	-	269,029
Club/Team Fundraising	154,081	-	55	-	125	154,261
Other	6,508	-	82,766	-	53,631	142,905
<b>Total YTD Revenue</b>	<b>\$763,545</b>	<b>\$125,299</b>	<b>\$97,871</b>	<b>\$127,952</b>	<b>\$58,365</b>	<b>\$1,173,032</b>
<b><u>Program Costs, Year-to-date</u></b>						
Salaries and Benefits	\$173,064	\$416	\$54,252	\$15,231	\$94,855	\$337,818
Scholarships	80,030	-	-	-	-	80,030
Goods and Services	532,565	129,755	43,554	133,647	12,372	851,893
<b>Total YTD Program Costs</b>	<b>\$785,660</b>	<b>\$130,170</b>	<b>\$97,806</b>	<b>\$148,877</b>	<b>\$107,228</b>	<b>1,269,741</b>
<b>Net Profit/(Loss), Year-to-date</b>	<b>-\$22,115</b>	<b>-\$4,872</b>	<b>\$65</b>	<b>-\$20,925</b>	<b>-\$48,862</b>	<b>-\$96,709</b>
<b>Opening Fund Balance, 7/1/24</b>	<b>\$229,670</b>	<b>\$217,276</b>	<b>-\$566</b>	<b>\$94,174</b>	<b>\$432,498</b>	<b>\$973,052</b>
<b>Fund Balance as of 12/31/2024</b>	<b>\$207,555</b>	<b>\$212,404</b>	<b>-\$501</b>	<b>\$73,249</b>	<b>\$383,635</b>	<b>\$876,342</b>



# Fund Balance Report

	Balance	Committed	Available	Notes
Grants - 145	-\$424,668	-\$424,668	\$0	Allowable spending specific to each grant
Contracts - 146	15,043,892	191,803	14,852,089	Available includes: Running Start, Grant and Contract indirect, balance of HEERF draws
Local Funds - 148	6,083,988	2,876,139	3,207,850	Committed includes: ctcLink, Self-support and ancillary programs, course, program, and tech fees
Operating Fee (Tuition) -149	-450,854	0	-450,854	Tuition and investment interest
Motorpool - 460	29,092	29,092	-	For maintenance of Motorpool fleet
SGA/Athletics - 522	207,256	207,256	-	For SGA/Athletics support
Bookstore - 524	212,404	212,404	-	For Bookstore operation
Culinary Enterprises - 569	-501	-501	-	For culinary enterprise activity only (Capstone, catering, café)
Auxilliary - 570	456,884	456,884	-	Reserved balances (PBX and software replace, various pass-throughs and fees, faculty excellence, etc)
Other funds	-2,046,185	-2,046,185	-	Agency funds, local capital, state appropriations, 3.5% FA
<b>Totals</b>	<b>\$19,111,309</b>	<b>\$1,502,224</b>	<b>\$17,609,085</b>	



# Looking Ahead

	Amount	Notes
<b>Uncommitted Fund Balance</b>	<b>\$17,609,085</b>	from previous slide
<u>Less:</u>		
Lost Revenue spending	738,261	Committed for FY25 operating budget
Klicker Property Purchase	1,300,000	2nd parcel
<b>Subtotal</b>	<b>\$15,570,824</b>	
<u>Less Reserves:</u>		<u>Board Policy 1670</u>
Operational Contingency	1,241,207	3% of FY25 budgeted operating expenditures
Operating Reserves	7,033,507	17% of FY25 budgeted operating expenditures
<b>Net Available Fund Balance</b>	<b>\$7,296,109</b>	





# Year-End Forecast

	FY22 Budget	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Actual	FY25 Budget	FY25 Actual (estimated)
Annual State FTE Enrollments	1,950	1,699	1,776	1,617	1,776	1,794	1,839	1,918
<b>Revenue</b>								
State and Local	\$ 25,820,685	\$ 25,477,440	\$ 27,584,873	\$ 29,090,512	\$ 31,065,552	\$ 30,851,710	\$ 32,402,318	\$ 32,402,318
Tuition	6,100,000	5,619,479	6,250,000	5,603,178	6,180,000	6,429,247	6,650,000	6,873,632
Reserves and COVID Relief Funds	1,660,272	879,530	2,610,000	916,376	1,370,000	524,359	800,000	861,739
<b>Total Revenue</b>	<b>\$ 33,580,957</b>	<b>\$ 31,976,449</b>	<b>\$ 36,444,873</b>	<b>\$ 35,610,066</b>	<b>\$ 38,615,552</b>	<b>\$ 37,805,316</b>	<b>\$ 39,852,318</b>	<b>\$ 40,137,689</b>
<b>Expenditures</b>								
Salaries and Wages	\$ 19,928,227	\$ 18,532,462	\$ 21,443,113	\$ 19,799,393	\$ 23,274,827	\$ 21,990,772	\$ 24,253,171	\$ 23,854,683
Benefits	6,795,456	5,968,897	7,297,353	6,687,845	7,829,257	7,344,298	8,164,267	8,080,149
<b>Total Personnel Costs</b>	<b>\$ 26,723,683</b>	<b>\$ 24,501,360</b>	<b>\$ 28,740,466</b>	<b>\$ 26,487,238</b>	<b>\$ 31,104,083</b>	<b>\$ 29,335,071</b>	<b>\$ 32,417,438</b>	<b>\$ 31,934,832</b>
Personnel as a % of Revenue	79.6%	76.6%	78.9%	74.4%	80.5%	77.6%	81.3%	79.6%
<b>Total Non-Personnel Expense</b>	<b>\$ 6,548,430</b>	<b>\$ 5,946,258</b>	<b>\$ 7,751,086</b>	<b>\$ 7,455,805</b>	<b>\$ 7,513,448</b>	<b>\$ 8,470,245</b>	<b>\$ 7,288,198</b>	<b>\$ 8,237,755</b>
Non-Personnel Expense as a % of Revenue	19.5%	18.6%	21.3%	20.9%	19.5%	22.4%	18.3%	20.5%
<b>Total Operating Expense</b>	<b>\$ 33,272,113</b>	<b>\$ 30,447,617</b>	<b>\$ 36,491,552</b>	<b>\$ 33,943,043</b>	<b>\$ 38,617,531</b>	<b>\$ 37,805,315</b>	<b>\$ 39,705,636</b>	<b>\$ 40,172,587</b>
Operating as a % of Revenue	99.1%	95.2%	100.1%	95.3%	100.0%	100.0%	99.6%	100.1%
<b>Net Operating Excess/Deficit</b>	<b>\$ 308,844</b>	<b>\$ 1,528,831</b>	<b>\$ (46,679)</b>	<b>\$ 1,667,023</b>	<b>\$ (1,979)</b>	<b>\$ 0</b>	<b>\$ 146,682</b>	<b>\$ (34,898)</b>



# 23/25 Minor Program Projects

Project Title	PWR#	Budget Amount	Status	Completion Date
Clarkston Security Upgrades	2023-508	585,000	95% Complete	Jan 2025
Main Building Space Renovations	2023-509	799,705	99% Complete (Additional Carpet Added)	Apr 2025
Gazebo	2023-510	150,000	Completed	Oct 2024
Vo-Tech Restroom Remodel	2024-586	30,000	Completed	March 2024



# 23/25 Minor Infrastructure Projects

Project Title	PWR#	Budget Amount	Status	Completion Date
Transformer Replacement Main Power Vault	2022-578	597,000	Completed	Aug 2024
Transformer Replacement Center Power Vault	2024-117	322,000	On Order / Spring 2025	April 2025



# 23/25 Minor Facility Repair Projects

Project Title	PWR#	Budget Amount	Status	Completion Date
Weld Shop AHU and Exhaust	2023-556	181,000	Completed	Jun 2024
Replace Several Failed Doors	2023-557	261,000	Completed	Aug 2024
EFIS Replacement	2023-558	33,000	Completed	Aug 2024
Mutli-Zone AHU--Combine with 2023-552	N/A	295,000	Begin Oct 2024	May 2025
Main Building HVAC Work	2023-552	488,000	Begin Oct 2024	May 2025
Water Regulator Valves	2023-554	66,000	Completed	Dec 2024
Electric Motor Controls	2023-560	520,000	Pushed to 25/27 due to lead times	25/27 Biennium
Quarry Tiles	2023-561	99,000	Completed	Sep 2024
Tech Center Chiller	2023-553	134,000	Completed	Oct 2024
Water Ctr Condensing Unit	2024-522	75,000	Completed	Apr 2024
Replace Water Heaters	2025-046	30,300	Completed	Aug 2024



# 23/25 Minor Site Projects

Project Title	PWR#	Budget Amount	Status	Completion Date
Sewer Line Replacement	2023-562	41,000	Complete	Dec 2024
ADA Restroom Fixtures Heights	2025-044	49,000	Complete	Dec 2024
Water Isolation Valves	2023-555	40,000	Complete	Dec 2024
Drain Line Repair Main Bldg	TBD	40,000	New Project	March 2025



# 23/25 DES Energy Projects

Project Title	PWR#	Budget Amount	Status	Completion Date
Submeter Replacements	2024-131	259,000	Under Contract	Jan 2026
Retrocommisioning Main Bldg	TBD	226,348	Scoping Meeting with Mechanical Eng.	Jan 2026



# 23/25 Locally Funded Projects

Project Title	PWR#	Budget Amount	Status	Completion Date
Wet Lab Generator (CTUIR Funded)	2023-226	150,000	Completed	Apr 2024
Campus Space Study	2024-295	85,000	85% Complete	Mar 2025
A&E Services for Clean Bldgs Benchmarking	2024-953	90,000	Ready to Submit to Commerce	Feb 2025
Farm2Fork Pole Barn	2025-219	300,000	Under Contract	May 2025



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# Questions?

Lori Peterson  
Director of Budget and Fiscal Services





**WALLA WALLA COMMUNITY COLLEGE  
COMMUNICATION/COUNSEL TO THE BOARD OF TRUSTEES  
BOARD POLICY 1600**

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The President shall keep the Board of Trustees adequately informed.

The President shall:

1. Submit monitoring reports and other key data in a timely, accurate, and understandable fashion, directly addressing provisions to the Board policies being monitored.
2. Keep the Board informed of relevant trends, anticipated adverse media coverage, actual or anticipated legal actions, or material external and internal changes, particularly changes in the assumptions upon which any Board policy has previously been established.
3. Advise the Board, if in the President's opinion the Board is not in compliance with its own policies on Governance, Process, and Board-Staff Relationships, particularly in the case of Board behavior that is detrimental to the working relationship between the Board and the President.
4. Present accurate and complete information that is concise, current, and relevant.
5. Provide a mechanism for official Board communication.
6. Communicate with the Board as a whole, except when fulfilling individual requests for information.
7. Report in a timely manner any actual or anticipated noncompliance with any policy of the Board.

<b>Policy Contact:</b> <u>President</u>
<b>Approved by (Department/Body):</b> <u>WWCC Board of Trustees</u>
<b>Date Originally Approved:</b> <u>December 19, 2018 (Formerly BP 1002 – Renumbered July 2022)</u>
<b>Last Reviewed/Revised on:</b> _____

**WALLA WALLA COMMUNITY COLLEGE  
EMERGENCY SUCCESSION  
BOARD POLICY 1610**

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The Board and President shall periodically review and discuss an emergency presidential succession plan. The purpose of the plan is to ensure the president's duties in organizational leadership, program development, program administration, operations, board of trustee relations, financial operations, resource development, and community presence are performed during a significant absence.

In order to protect the Board from the sudden loss of presidential services, the President shall have at least two other executives familiar with board and presidential matters and processes in the event of a sudden loss of presidential services.

As necessary, as determined by the President, and no less than annually during the fall quarter of each academic year, the President shall furnish the Board with the names and titles of the college administrators familiar with the board and presidential matters and processes.

<b>Policy Contact:</b> <u>President</u>
<b>Approved by (Department/Body):</b> <u>WWCC Board of Trustees</u>
<b>Date Originally Approved:</b> <u>December 19, 2018 (Formerly BP 1004 – Renumbered July 2022)</u>
<b>Last Reviewed/Revised on:</b> _____