



Agenda

Regular Meeting
Board of Trustees, District No. 20
Walla Walla Community College
500 Tausick Way; Walla Walla, WA
Wednesday, August 17, 2016 – 9:30 a.m.

9:30 a.m.	Call to Order Approval of Minutes Approval of Agenda <i>Mr. Miguel Sanchez, Chair</i>	Action Action	
9:35 a.m.	Enrollment Reports <i>Dr. Nick Velluzzi</i> <ul style="list-style-type: none">• Summer Quarter• Preliminary Fall Quarter	Discuss Discuss	Tab 1 Tab 2
9:45 a.m.	Final 2015-16 Budget Status Report <i>Mrs. Davina Fogg</i>	Discuss	Tab 3
9:55 a.m.	Student Services Report <i>Mr. Jose da Silva</i>	Discuss	
10:05 a.m.	Instruction Update <i>Dr. Marleen Ramsey</i>	Discuss	
10:15 a.m.	WWCC Foundation Activities Report <i>Mr. Doug Bayne</i>	Discuss	
10:25 a.m.	Personnel Update <i>Mrs. Sherry Hartford</i>	Discuss	
10:35 a.m.	Update on Presidential Transition <i>Dr. Brandes/Mr. Bayne</i>	Discuss	
10:45 a.m.	New and Unscheduled Business	Discuss	
11:00 a.m.	Adjourn		
11:15 a.m.	Board Retreat		

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

June 29, 2016

The Board of Trustees of Community College District No. 20 met in regular session on June 29, 2016, in the Board Room of Walla Walla Community College. Mr. Sanchez called the meeting to order at 9:00 a.m.

Trustees present: Mr. Miguel Sanchez
Mrs. Kris Klaveano
Mr. Don McQuary
Dr. Roland Schirman

Administrators present: Dr. Steven VanAusdle, President
Mrs. Davina Fogg, Vice President, Financial & Administrative Services
Mrs. Sherry Hartford, Vice President, Human Resources
Dr. Marleen Ramsey, Vice President, Instruction
Mrs. Kathy Adamski, Dean, Health Science Education
Mr. Doug Bayne, Director, Resource Development
Mr. Brent Caulk, Dean, Corrections Education, WSP
Mr. Kevin Combs, Director, Technology Services
Ms. Jessica Gilmore, Dean, Business, Entrepreneurial, and Extended Learning
Dr. Richard Middleton-Kaplan, Dean, Arts & Sciences
Mrs. Stacy Prest, Director, Library Services
Ms. Darlene Snider, Dean, Transitional Studies
Mrs. Loretta Taylor, Dean, Corrections Education
Dr. Nick Velluzzi, Director, Planning, Research and Assessment
Mrs. Kristi Wellington-Baker, Dean, Student Success
Mrs. Sue Willis, Director, Budget and Finance

Also present: Ms. Jessica Cook, Development Specialist, Foundation
Ms. Caitlin Fleming, Assistant Attorney General
Mr. Brad Mason, Coordinator, Allied Health and Safety Education
Ms. Jerri Ramsey, Recording Secretary

Cathy Schaeffer, Deputy District Director for Congresswoman Cathy McMorris Rodgers, presented President VanAusdle with the official document that was read into the Congressional Record as a tribute to Dr. VanAusdle by Congresswoman McMorris Rodgers.

Mrs. Klaveano introduced Mr. Tim Burt, newly appointed member of the Board of Trustees.

Approval of Minutes.

Mr. McQuary moved and Dr. Schirman seconded to approve the minutes of the following meetings of the Board of Trustees as presented: May 17, 2016 Special Board Meeting, May 18, 2016 Board Meeting, May 19, 2016 Special Board Meeting, May 24, 2016 Special Board Meeting, May 25, 2016 Special Board Meeting, May 26, 2016 Special Board Meeting, May 27, 2016 Special Board Meeting, June 1, 2016 Special Board Meeting, and June 8, 2016 Special Board Meeting. *Motion carried.*

Approval of Agenda.

Mrs. Klaveano moved and Dr. Schirman seconded to approve the agenda for the June 29, 2016 Board of Trustees meeting as presented. *Motion carried.*

Study Session to Review 2016-17 Annual Plan and Operating Budget. The Board reviewed and discussed the 2016-17 Annual Plan and Operating Budget as presented by senior administrators.

Approval of the 2016-17 Annual Plan and Operating Budget.

Dr. VanAusdle recommended, Mr. McQuary moved, and Dr. Schirman seconded to approve the 2016-17 Annual Plan and Operating Budget as presented. *Motion carried.*

Enrollment Reports.

Final Spring Quarter Enrollment. Dr. Velluzzi reviewed the Final Spring Quarter Enrollment Report, noting in comparison to the previous year: Net enrollment in state support classes was down 126 FTE, or 4.6%, to 2,630 FTE. Dr. Velluzzi pointed out the memo in the Board packet should be corrected to indicate unduplicated headcount in state support classes was up, not down. Corrections enrollment was down 107.9 FTE, 8.3%, to 2,000 FTE; and total enrollment all funds closed at 3,884 FTE, down 250 FTE, or 6%.

2015-16 Annual Enrollment Report. Dr. Velluzzi reviewed the final 2015-16 Annual Enrollment Report, noting in comparison to the previous year: Enrollment in state support classes finished at 3,075 AAFTE (Average Annualized FTE), down 38.9 AAFTE, or 1.2%; Corrections closed at 1,563 AAFTE, down 80 AAFTE, or 4.9% and; enrollment for all funds closed at 4,724.8 AAFTE, down 131 AAFTE, or 2%, with unduplicated headcount at 9,974, down 319.

Interim Summer Quarter Enrollment Report. Dr. Velluzzi reviewed the Interim Summer Quarter Enrollment Report, noting compared to the previous year: Net enrollment in state support classes was at 714 FTE, down 1 FTE; Corrections Ed was down 69.9 FTE, at 212 FTE; and total enrollment all funding sources was 965.6 FTE, down 66.3 FTE, or 6.4%.

Approval of 2016-17 Fee Schedule. Mrs. Fogg presented the proposed 2016-17 Fee Schedule, noting there had been no changes from the previous year.

Dr. Schirman moved and Mr. McQuary seconded to approve the 2016-17 Fee Schedule as presented and as made a part of these minutes. *Motion carried.*

Approval of 2016-17 Tuition Schedule. Mrs. Fogg presented the proposed 2016-17 Tuition Schedule and pointed out the only change from the May 18, 2016 Board Meeting was to incorporate the student-voted \$5 per credit increase of the Facility Fee, raising it from \$4 per credit to \$9 per credit for the first ten credits, a per quarter increase of \$50, which will be in effect beginning Fall Quarter 2016.

Mr. McQuary moved and Mrs. Klaveano seconded to approve the 2016-17 Tuition Schedule as presented and as made a part of these minutes. *Motion carried.*

Student Service Report.

Student Legacy Project Update. Mr. Toon reviewed the Student Legacy Project to-date, i.e., in the fall of 2015, the Walla Walla and Clarkston ASB student leaders, after meeting with Dr. VanAusdle, proceeded to pursue a rec center for the Walla Walla campus while the Clarkston campus considered improving student space, an improved tutoring and learning center, a small student activity center, or a new fitness center, with their project yet to be determined. Following an awareness campaign about increasing student fees for the legacy projects and with a goal of a 67% super majority, the final vote in favor of the increase was 72% with 606 students voting. Architect renderings have been prepared for the proposed Walla Walla Rec Center but no further activity will occur until the WWCC Facility Master Plan is updated. Clarkston will continue to develop ideas to select a specific project for their campus.

May Budget Status Report. Mrs. Fogg reviewed the May Budget Status Report, noting there had been no changes to the Revenue Budget and the changes to the Expenditure Budget were to move funds between line items, as needed. Total Actual Revenues were at 89.3% vs. 90.07% last year, with Total Actual Expenditures at 90.22% vs. 89.84% last year. Mrs. Fogg also noted the report reflected \$325,000 had been set aside as carry forward. In Grants and Contracts, Mrs. Fogg reported Corrections Education had increased \$243,012 in support of the AA degree program and the Bonneville Power Administration fiscal agent contract had increased \$220,783. Grants and Contracts totaled \$13.7 million.

May Capital Budget Report. Mrs. Fogg briefly reviewed the May Capital Budget Report included in the meeting packet.

WWCC Foundation Activities Report. Mr. Bayne reported the Foundation had revenues in excess of \$560,000 and contributions and grants totaled over \$370,000, to-date. Mr. Bayne presented a presidential transition plan that, for the first two weeks, will include receptions on both the Walla Walla and Clarkston campuses for all employees; visits to both Corrections Education sites, and participating in a full-day student orientation.

Approval of Addendum to President's 2016-17 Contract re Moving Expenses. Mr. McQuary reported the issue of moving expenses had inadvertently been left out of the contract for Dr. Brandes.

Mr. McQuary moved and Dr. Schirman seconded to amend the contract for Dr. Derek Brandes to include the payment of \$2,000.00 in moving expenses. *Motion carried.*

Personnel:

Resignations/Retirements. Mrs. Hartford announced the resignations of Adam Berg, Retention Specialist/Academic Advisor, and Karin Gitchel, Completion Coach/Equity Specialist, and the retirement of Carlos Jaque, Director of Special Populations.

Personnel Update. Mrs. Hartford reported recruitment efforts were underway for a Director of TRiO; Director of Viticulture/Vineyard Manager; Testing and Student Services position at the Washington State Penitentiary; and an Opportunity Grant Coordinator.

New and Unscheduled Business. Mr. Sanchez reported Dr. Brandes would be attending a WACTC Presidents Retreat and unable to attend the regularly scheduled July Board of Trustees meeting.

Dr. Schirman moved and Mr. McQuary seconded that the July 20, 2016 Board of Trustees meeting be canceled and a retreat meeting for the Board and President be scheduled in conjunction with or immediately following a brief August Board meeting. *Motion carried.*

In an effort to appropriately recognize and honor retiring President VanAusdle, Mr. McQuary presented a proposed new Board policy for granting President Emeritus status; noting it had been approved by Assistant Attorney General Bryan Ovens and had been discussed with Dr. Brandes. Mr. McQuary explained the title would grant the named individual the ability to participate in certain college activities, including commencement; to provide input on special projects if asked by the current president; that the title would confer no authority; was not compensable; required a vote by the Board of Trustees; and the Board would retain the right to

remove the title. Mr. McQuary presented an edited document (attached and made a part of these minutes) as submitted by Dr. Schirman.

Mr. McQuary moved and Mrs. Klaveano seconded to adopt the proposed Board Policy "Walla Walla Community College President Emeritus Policy," as presented and made a part of these minutes, with the following tracked edits as shown on the attached document: Accept all the edits to section one "Walla Walla Community College President Emeritus Policy;" accept all the edits to section two "Nomination and Approval;" do not accept any of the edits to the third section "Rights, Privileges, and Responsibilities" so that the section will remain the same as originally written, i.e., "The current College President may call upon the President Emeritus to provide counsel, to serve in various volunteer roles and/or capacities. . ."
Motion carried.

Mr. McQuary moved and Dr. Schirman seconded to amend the original motion to include a fifth bullet point in section three Rights, Privileges, and Responsibilities that will read, "A college email account." *Motion carried.*

Mr. McQuary moved and Mrs. Klaveano seconded that the Board pass a resolution naming Dr. Steven VanAusdle as President Emeritus of Walla Walla Community College.
Motion carried.

Dr. VanAusdle thanked the Board for honoring him.

Adjournment. The meeting adjourned at 2:45 p.m.

Derek R. Brandes, President

ATTEST:

Miguel Sanchez, Chair
Board of Trustees

STUDENT FEE SCHEDULE 2016-2017

Board Approved Fees		Basis for Calculation of Fee	Actual Revenue 2011-2012	Actual Revenue 2012-2013	Actual Revenue 2013-2014	Actual Revenue 2014-2015	Revenue to date as of 3/31/16	2015-2016 Fees	2016-2017 Fees	
General Local - Fund 148										
Registration Fee (after tuition due date)	4D	Charge that becomes due if the student either registers or pays after a certain date	past due date	\$ 26,834	\$ 36,015	\$ 58,825	\$ 39,364	\$ 54,224	\$ 35.00	\$ 35.00
Comprehensive Fee	*FU	Covers graduation, ID cards, initial application & other student-focused costs	\$4.40 per credit, \$44 cap	\$ 466,330	\$ 436,575	\$ 410,377	\$ 383,390	\$ 356,979	\$ 44.00	\$ 44.00
eLearning Fee	*FU	To convert to hybrid or blended courses-will attach to Comprehensive Fee for implementation	\$5 per credit, \$5 cap	\$ 46,633	\$ 46,196	\$ 46,634	\$ 43,567	\$ 40,566	\$ 5.00	\$ 5.00
Class Lab Fee	LF,LC	Fee assessed to students for science, computer, art and many workforce classes	per course, \$35 cap	\$ 179,263	\$ 173,337	\$ 175,158	\$ 161,590	\$ 152,974	\$ 35.00	\$ 35.00
PE Supplies & Equip. Fee	RP	Fee charged to help replace PE equipment or supplies, charged on several fitness classes	per course	\$ 6,754	\$ 7,313	\$ 6,776	\$ 5,469	\$ 4,421	\$ 7.50	\$ 7.50
Transcript Fee-Regulat/On Demand	F4,AQ	Fee for cost of providing an official transcript, either regular process or on demand	upon request	\$ 18,603	\$ 18,128	\$ 17,950	\$ 17,207	\$ 10,010	\$5/\$15	\$5/\$15
Placement Retake Fee	4R	Fee to recover the cost of retaking a placement test	upon request	\$ 1,810	\$ 1,840	\$ 1,950	\$ 1,420	\$ 850	\$ 10.00	\$ 10.00
Testing Fee-Non WWCC Students	ZF	Fee for Non-WWCC students taking tests	upon request	\$ 1,705	\$ 2,316	\$ 3,101	\$ 2,968	\$ 1,857	\$ 11.00	\$ 11.00
Interest Inventory Assessment Test	LH	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	RT	Fee applies to each TEAS test as WWCC becomes an official testing site - WW & Clarkston	per each	New Fee in FY 2014-2015			\$ 3,675	\$ 2,100	\$ 25.00	\$ 25.00
Credit for Prior Learning/Certification	XY	Giving college credit for prior learning/certification	per credit	\$ -	\$ 30	\$ -	\$ -	\$ 500	\$ 10.00	\$ 10.00
Fully Online Course Fee	WT	eLearning fee code, on-line tech fee	per credit, \$100 cap	\$ 148,341	\$ 140,764	\$ 142,889	\$ 145,489	\$ 156,566	\$ 10.00	\$ 10.00
Welding Lab Fee	WB	Day/Mid-Day Classes - This fee is to cover the rising cost of materials	per quarter	\$ 5,490	\$ 5,940	\$ 5,580	\$ 21,870	\$ 19,440	\$ 180.00	\$ 180.00
Welding Lab Fee - Short Course	WN	Night Class only - This fee is to cover the rising cost of materials	per quarter	\$ 2,286	\$ 3,198	\$ 3,684	\$ 3,780	\$ 6,840	\$ 90.00	\$ 90.00
Wind Energy Systems Program Fee	WG	Fee to cover costs related to this new two-year workforce program - Eliminated effective FY15	per 2-yr program	\$ 22,000	\$ 17,750	\$ 19,900	\$ -	\$ -	Eliminated	Eliminated
Energy Systems Technology Fee	EZ	Replaces Wind Energy Fee above & applies to all Energy Systems Program students now	per quarter				\$ 39,090	\$ 50,612	\$ 150.00	\$ 150.00
Nursing Application Fee	RN	Fee required to apply for acceptance to the nursing program	application to program	\$ 9,690	\$ 9,600	\$ 8,250	\$ 7,850	\$ 4,110	\$ 30.00	\$ 30.00
Nursing "Skills Practice" Supplies	XO	This fee is to cover the rising cost of materials and equipment	per quarter	\$ 112,960	\$ 106,830	\$ 111,000	\$ 112,575	\$ 109,500	\$ 150.00	\$ 150.00
Truck Driving Lab Fee	N2	Fee helps to offset increased costs of materials, fuel and equipment	per quarter	\$ 60,950	\$ 55,650	\$ 53,000	\$ 45,050	\$ 26,500	\$1,325.00	\$1,325.00
Truck Driving Lab Fee-Short Course	N4	Fee helps to offset increased costs of materials, fuel and equipment	per quarter	\$ 21,750	\$ 26,250	\$ 27,715	\$ 27,750	\$ 20,841	\$ 750.00	\$ 750.00
Bus Endorsement Lab Fee	XT	Bus endorsement test fee and fee to cover increased costs of materials, fuel & equipment	per quarter	\$ 7,600	\$ 5,000	\$ 3,000	\$ 2,600	\$ 400	\$ 200.00	\$ 200.00
TOTAL GENERAL LOCAL FEE REVENUE				\$ 1,138,998	\$ 1,092,733	\$ 1,095,789	\$ 1,064,704	\$ 1,019,290		

2016-2017 Tuition Schedule

State Board Established - Resident - Approved by State Board 5/5/16

	2015-2016	2016-2017	Diff.	% Diff
1-10 Credits				
Operating Fee	81.40	81.40	0.00	0.00%
Building Fee	10.77	10.93	0.16	1.49%
S & A Fee	10.58	10.58	0.00	0.00%
	102.75	102.91	0.16	0.16%
11-18 Credits				
Operating Fee	40.95	40.95	0.00	0.00%
Building Fee	3.80	3.86	0.06	1.58%
S & A Fee	6.15	6.15	0.00	0.00%
	50.90	50.96	0.06	0.12%
Basic Skills (ABE, GED, ESL), per student/quarter				\$25.00

Local Board Established:

Non-Resident Special Fee	\$300.00
Eligible Veterans and National Guard Members Tuition Waiver	50.00%
Ungraded Courses (EMT, First Aid, Quest, Journey person)	\$41.00
Space Available for Senior Citizens, per class, limit 2 classes	\$2.50
Professional Technical students and req. courses 18+ cr.	\$25.00
American Indian Students - Nonresident differential waived	
H. S. Completion for non-res. - Nonresident differential waived	
Parent Ed Courses	\$16.00
Athletic Waiver, "grant-in-aid" eligible res. & non-res.	25.00%
Maximum \$320.98/quarter	

Credit Level Examples

Credit Level	"Tuition"	Fees			WA RES Total	A	B	C	D	E	F
		Fac. Use	Tech	Comprehensive							
1	\$102.91	\$9.00	\$3.00	\$4.90	\$119.81						
2	\$205.82	\$18.00	\$6.00	\$9.80	\$239.62						
3	\$308.73	\$27.00	\$9.00	\$14.70	\$359.43						
4	\$411.64	\$36.00	\$12.00	\$19.60	\$479.24						
5	\$514.55	\$45.00	\$15.00	\$24.50	\$599.05						
6	\$617.46	\$54.00	\$18.00	\$29.40	\$718.86						
7	\$720.37	\$63.00	\$21.00	\$34.30	\$838.67						
8	\$823.28	\$72.00	\$24.00	\$39.20	\$958.48						
9	\$926.19	\$81.00	\$27.00	\$44.10	\$1,078.29						
10	\$1,029.10	\$90.00	\$30.00	\$49.00	\$1,198.10						
11	\$1,080.06	\$90.00	\$30.00	\$49.00	\$1,249.06						
12	\$1,131.02	\$90.00	\$30.00	\$49.00	\$1,300.02						
13	\$1,181.98	\$90.00	\$30.00	\$49.00	\$1,350.98						
14	\$1,232.94	\$90.00	\$30.00	\$49.00	\$1,401.94						
15	\$1,283.90	\$90.00	\$30.00	\$49.00	\$1,452.90						
16	\$1,334.86	\$90.00	\$30.00	\$49.00	\$1,503.86						
17	\$1,385.82	\$90.00	\$30.00	\$49.00	\$1,554.82						
18	\$1,436.78	\$90.00	\$30.00	\$49.00	\$1,605.78						
19+ (per cr.)	\$92.33	\$0.00	\$0.00	\$0.00	\$92.33						

SBCTC Established Student Voted

Note: Comprehensive Fee is \$4.40/cr. & e-learning fee is \$0.50/cr.

Walla Walla Community College Board of Trustees

Board Policy

Walla Walla Community College President Emeritus Policy

The Board of Trustees of Walla Walla Community College may grant President Emeritus status to a retiring or retired college president. President Emeritus status ~~should~~ **will** be reserved to honor, in retirement, a college president who has provided outstanding and distinguished service to Walla Walla Community College and has served a significant portion of his or her career at the college. ~~Outstanding and distinguished service is defined as service which goes beyond the normal duties and responsibilities of the appointment, and which have had extraordinary impact on the college and the broader communities which the College serves.~~ Emeritus status is given to an individual who has **gone beyond their normal duties and responsibilities** and demonstrated exceptional commitment and contributions to the College, exemplifying ~~ing~~ **ed** the highest standards of personal and professional integrity, civic responsibility, vision and leadership. The designation identifies the college president as a continuing member of the college community.

Nomination and Approval

A member of the WWCC Board of Trustees **may submit a resolution naming** ~~nominate~~ a retiring or retired college president to become President Emeritus. The ~~title~~ **resolution** must be approved by a majority vote of the WWCC Board of Trustees.

Rights, Privileges and Responsibilities

In addition to the benefits and privileges received by all retired faculty and staff, a college president granted emeritus status will also receive:

- A resolution naming and honoring the college president as President Emeritus;
- Use of the title "President Emeritus" in community and professional activities;
- Invitations to college events and activities; and
- The option to participate in commencement exercises.

~~The current College President may call upon~~ **As opportunities arise** the President Emeritus ~~to~~ **may** provide counsel, ~~to~~ serve in various volunteer roles and/or capacities in support of the college. President Emeriti are not required to continue to serve the college community.

The title of President Emeritus confers no remuneration, rights to employment, or benefits in addition to those provided above. President Emeritus does not exercise any of the authority or administrative functions associated with holding a staff position at the college.

The Board of Trustees retains the authority to withdraw a President Emeritus title at its discretion as it deems necessary and appropriate.



Walla Walla Community College

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DATE: August 10, 2016
TO: Board of Trustees
FROM: Dr. Nick Velluzzi
RE: 2016 Final Summer Enrollment Report

Attached is the Final Enrollment Report for Summer Quarter, 2016. Key elements of the report include:

- Net enrollment in state-support classes closed at **697.8 FTE**, down -17.2 FTE or -2.4% from last Summer Quarter. Unduplicated headcount was finalized at 2,325.
- Walla Walla daytime enrollment closed at **366.2 FTE**, which is down -31.5 FTE or -7.9% from last Summer Quarter. Evening closed at 5.1 FTE, down -7.1 FTE from last year.
- Clarkston daytime closed at **77.2 FTE**, down -10.7 FTE or -12.1% from last year. Evening closed at 9.9 FTE, down -14.5 FTE from last year.
- Distance Ed closed at **215.3 FTE**, up 36.5 FTE or 20.4% from last year.
- Corrections Education closed at **1028.8 FTE**, down -111.6 FTE or -9.8% from last year. WSP closed at 504 FTE, down -129.9 FTE or -20.5% from last year. CRCC closed at 524.4 FTE, up 18.6 FTE or 3.7% from last year. Headcount finalized at 1469, down 225 from last year.
- Total enrollment (all funds) is **1769.6 FTE**, down -125.7 FTE or -6.6% from last Summer Quarter. Unduplicated Headcount is 3,794.

FINAL SUMMER 2016 ENROLLMENT BOARD REPORT

Updated 8/10/16

Sum 2015 to Sum 2016

FTE ENROLLMENT		NET			Undupl. Headcount		GROSS		
ADMIN UNIT	DESCRIPTION	8/11/2015	8/10/2016	DIFF	8/11/2015	8/10/2016	8/11/2015	8/10/2016	DIFF
AC	TRADES	53.4	46.5	-6.9			54.1	46.5	-7.6
AD	TRANSITIONAL	46.8	40.1	-6.8			47.2	40.1	-7.1
AK	ARTS & SCIENCES	91.9	95.4	3.5			92.7	96.3	3.6
AM	HEALTH SCIENCES	51.6	43.9	-7.7			51.6	43.9	-7.7
AP	BUSINESS, ENT., & HOSP.	103.5	89.5	-14.0			105.3	91.0	-14.3
AR	AG ENERGY & ENVIRONMENT	50.5	49.7	-0.8			50.5	49.7	-0.8
A	TOTAL - WW DAY	397.7	366.2	-31.5	794	959	401.3	368.7	-32.7
BC	TRADES	0.0	0.0	0.0			0.0	0.0	0.0
BD	TRANSITIONAL	0.0	0.0	0.0			0.0	0.0	0.0
BH	EXTENDED LEARNING	4.5	0.0	-4.5			5.2	0.0	-5.2
BK	ARTS & SCIENCES	0.0	0.0	0.0			0.0	0.0	0.0
BM	HEALTH SCIENCES	7.7	5.1	-2.6			7.7	5.1	-2.6
BP	BUSINESS, ENT., & HOSP.	0.0	0.0	0.0			0.0	0.0	0.0
BR	AG ENERGY & ENVIRONMENT	0.0	0.0	0.0			0.0	0.0	0.0
B	TOTAL - WW EVE	12.2	5.1	-7.1	55	45	12.9	5.1	-7.8
DC		0.0	0.0	0.0			0.0	0.0	0.0
DJ	ALL OTHER	58.3	49.5	-8.7			59.3	49.9	-9.3
DM	HEALTH SCIENCES	29.6	24.3	-5.3			29.6	24.3	-5.3
DR	AG ENERGY & ENVIRONMENT	0.0	3.3	3.3			0.0	3.3	3.3
D	TOTAL - CLK DAY	87.9	77.2	-10.7	105	75	88.9	77.6	-11.3
EJ	ALL OTHER	7.0	3.3	-3.7			7.1	3.3	-3.7
EM	HEALTH SCIENCES	7.5	6.5	-0.9			7.5	6.5	-0.9
E	TOTAL - CLK EVE	14.5	9.9	-4.6	59	15	14.5	9.9	-4.7
WC	TRADES	1.7	0.0	-1.7			1.7	0.0	-1.7
WD	TRANSITIONAL	0.6	2.0	1.4			0.6	2.0	1.4
WH	EXTENDED LEARNING	171.1	191.9	20.8			172.1	192.4	20.4
WK	ARTS & SCIENCES	0.0	0.0	0.0			0.0	0.0	0.0
WM	HEALTH SCIENCES	0.0	5.6	5.6			0.0	5.7	5.7
WP	BUSINESS, ENT., & HOSP.	0.0	0.0	0.0			0.0	0.0	0.0
WR	AG ENERGY & ENVIRONMENT	5.3	15.7	10.4			6.0	15.7	9.7
W	TOTAL - DISTANCE ED	178.7	215.3	36.5	469	489	180.4	215.9	35.5
OTHER LOCATIONS		23.9	24.1	0.2	818	742	271.9	279.6	7.7
TOTAL STATE SUPPORTED		714.9	697.8	-17.2	2,300	2,325	970.0	956.7	-13.3
CE	OFFENDER CHANGE	11.3	2.9	-8.4			11.3	2.9	-8.4
CF	PROF-TECH	291.9	309.8	17.9			291.9	311.5	19.6
CG	BASIC SKILLS	279.1	191.3	-87.8			282.4	191.3	-91.1
CQ	ACADEMIC TRANSFER	51.6	0.0	-51.6			54.4	0.0	-54.4
C	TOTAL - WSP	633.9	504.0	-129.9	897	697	640.0	505.7	-134.4
RE	OFFENDER CHANGE	0.0	8.6	8.6			0.0	12.6	12.6
RF	PROF-TECH	211.1	305.4	94.4			211.1	306.8	95.7
RG	BASIC SKILLS	246.2	210.4	-35.8			246.2	210.4	-35.8
RQ	ACADEMIC TRANSFER	48.5	0.0	-48.5			48.5	0.0	-48.5
R	TOTAL - CRCC	505.8	524.4	18.6	797	772	505.8	529.8	24.0
TOTAL DOC		1,139.7	1,028.4	-111.3	1,694	1,469	1,145.8	1,035.4	-110.4
OTHER CONTRACT		0.8	0.4	-0.4			1.3	1.5	0.2
TOTAL CONTRACT FUNDED		1,140.4	1,028.8	-111.6			1,147.1	1,037.0	-110.2
TOTAL SELF SUPPORTED		40.0	43.0	3.1			40.0	43.0	3.1
TOTAL ALL FUNDS		1,895.3	1,769.6	-125.7	3,994	3,794	2,157.1	2,036.7	-120.4



Walla Walla Community College

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Walla Walla, WA 99362-9267
(509) 522-2500
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DATE: August 10, 2016
TO: Board of Trustees
FROM: Dr. Nick Velluzzi
RE: 2016 Preliminary Fall Enrollment Report

Attached is a Preliminary Enrollment Report for Fall Quarter, 2016. Key elements of the report include:

- Net enrollment in state-support classes is currently **1879.3 FTE**, down -228.5 FTE or -10.8% from this time last year. Unduplicated headcount is presently 2,087, down -392 from this time last year.
- Walla Walla daytime enrollment is currently **1397.0 FTE**, which is down -139.1 FTE or -9.1% from this time last year. Evening is reporting 33.7 FTE, down -44.0 FTE from last year.
- Clarkston daytime is reporting **218.3 FTE**, down -35.3 FTE or -13.9% from last year. Evening is reporting 17.4 FTE, down -9.2 FTE from last year.
- Distance Ed is reporting **212.5 FTE**, up 2.6 FTE or 1.2% from last year.
- Corrections Education has had limited activity pertaining to Fall Quarter. We expect enrollment to begin in and carry through September.
- Total enrollment (all funds) is **1918.1 FTE**, down -232.9 FTE or -10.8% from this time last year. Unduplicated Headcount is 2,099, down -398 from this time last year.

PRELIMINARY FALL 2016 ENROLLMENT BOARD REPORT

Updated 8/10/16

Fall 2015 to Fall 2016

FTE ENROLLMENT		NET		
ADMIN UNIT	DESCRIPTION	8/11/2015	8/10/2016	DIFF
AC	TRADES	173.4	190.2	16.8
AD	TRANSITIONAL	117.3	100.2	-17.0
AK	ARTS & SCIENCES	726.9	616.3	-110.6
AM	HEALTH SCIENCES	112.8	116.8	4.0
AP	BUSINESS, ENT., & HOSP.	228.6	220.7	-7.9
AR	AG ENERGY & ENVIRONMENT	177.1	152.7	-24.4
A	TOTAL - WW DAY	1,536.1	1,397.0	-139.1
BC	TRADES	21.3	10.0	-11.3
BD	TRANSITIONAL	0.3	1.9	1.6
BH	EXTENDED LEARNING	39.1	9.7	-29.5
BK	ARTS & SCIENCES	5.7	0.0	-5.7
BM	HEALTH SCIENCES	0.9	1.2	0.3
BP	BUSINESS, ENT., & HOSP.	9.0	10.9	1.9
BR	AG ENERGY & ENVIRONMENT	1.4	0.0	-1.4
B	TOTAL - WW EVE	77.7	33.7	-44.0
DC		0.0	0.0	0.0
DJ	ALL OTHER	152.9	117.3	-35.7
DM	HEALTH SCIENCES	100.7	91.4	-9.3
DR	AG ENERGY & ENVIRONMENT	0.0	9.6	9.6
D	TOTAL - CLK DAY	253.6	218.3	-35.3
EJ	ALL OTHER	26.6	16.7	-9.9
EM	HEALTH SCIENCES	0.0	0.7	0.7
E	TOTAL - CLK EVE	26.6	17.4	-9.2
WC	TRADES	0.0	0.0	0.0
WD	TRANSITIONAL	3.2	2.8	-0.4
WH	EXTENDED LEARNING	153.2	152.0	-1.1
WK	ARTS & SCIENCES	22.0	12.7	-9.4
WM	HEALTH SCIENCES	14.7	11.8	-3.0
WP	BUSINESS, ENT., & HOSP.	5.5	14.7	9.1
WR	AG ENERGY & ENVIRONMENT	11.2	18.5	7.3
W	TOTAL - DISTANCE ED	209.9	212.5	2.6
OTHER LOCATIONS		4.0	0.6	-3.4
TOTAL STATE SUPPORTED		2,107.8	1,879.3	-228.5
CE	OFFENDER CHANGE	0.0	0.0	0.0
CF	PROF-TECH	0.0	0.0	0.0
CG	BASIC SKILLS	0.0	0.0	0.0
CQ	ACADEMIC TRANSFER	0.0	0.0	0.0
C	TOTAL - WSP	0.0	0.0	0.0
RE	OFFENDER CHANGE	0.0	0.0	0.0
RF	PROF-TECH	0.3	0.0	-0.3
RG	BASIC SKILLS	0.0	0.0	0.0
RQ	ACADEMIC TRANSFER	1.1	0.0	-1.1
R	TOTAL - CRCC	1.5	0.0	-1.5
TOTAL DOC		1.5	0.0	-1.5
OTHER CONTRACT		41.6	33.4	-8.1
TOTAL CONTRACT FUNDED		43.0	33.4	-9.6
TOTAL SELF SUPPORTED		0.1	5.3	5.2
TOTAL ALL FUNDS		2,151.0	1,918.1	-232.9

Undupl. Headcount	
8/11/2015	8/10/2016
1,909	1,578
69	32
251	224
62	46
178	189
10	18
2,479	2,087
1	1
17	11
18	12
2,497	2,099

GROSS		
8/11/2015	8/10/2016	DIFF
173.7	190.2	16.5
119.8	102.8	-17.0
820.3	681.7	-138.6
113.1	116.8	3.7
238.6	228.1	-10.5
177.8	153.4	-24.4
1,643.3	1,473.0	-170.4
21.3	10.0	-11.3
0.3	1.9	1.6
40.2	10.0	-30.2
5.7	0.0	-5.7
0.9	1.2	0.3
9.0	10.9	1.9
1.4	0.0	-1.4
78.8	34.0	-44.8
0.0	0.0	0.0
159.9	123.5	-36.5
100.7	91.4	-9.3
0.0	10.3	10.3
260.6	225.2	-35.4
29.9	19.5	-10.5
0.0	0.7	0.7
29.9	20.1	-9.8
0.0	0.0	0.0
3.2	2.8	-0.4
168.6	160.0	-8.6
25.0	12.9	-12.1
15.2	11.8	-3.5
5.9	14.7	8.8
11.2	18.5	7.3
229.1	220.7	-8.4
4.0	0.6	-3.4
2,245.7	1,973.6	-272.1
0.0	0.0	0.0
0.0	0.0	0.0
0.0	0.0	0.0
0.0	0.0	0.0
0.0	0.0	0.0
0.0	0.0	0.0
0.3	0.0	-0.3
0.0	0.0	0.0
1.1	0.0	-1.1
1.5	0.0	-1.5
1.5	0.0	-1.5
41.6	33.4	-8.1
43.0	33.4	-9.6
0.1	5.3	5.2
2,288.9	2,012.3	-276.5

WALLA WALLA COMMUNITY COLLEGE - Final 2015-2016

	2015-2016 Approved Budget	May Adjusted Budget	June Adjusted Budget	Difference	Revenue to Date	% of Annual Budget	Prior Year Activity to Date	% of Prior Budget
REVENUE:								
State Funds:								
Base Allocation	\$14,299,799	\$14,171,649	\$14,510,478	\$338,829	\$14,510,478	100.00%	\$13,178,512	100.00%
Opportunity Grant	461,412	470,812	470,812	0	470,812	100.00%	461,412	100.00%
Worker Retraining	1,945,698	2,073,823	2,073,823	0	2,073,823	100.00%	1,965,698	100.00%
Total State:	\$16,706,909	\$16,716,284	\$17,055,113	\$338,829	\$17,055,113	100.00%	\$15,605,622	100.00%
Local Funds:								
General:								
Operating Fees	\$8,833,723	\$8,083,073	\$8,083,073	\$0	\$8,080,549	99.97%	\$8,464,924	100.07%
General Local	1,578,900	1,528,900	1,578,900	50,000	1,625,412	102.95%	1,548,113	100.27%
Alternative Education Program	445,000	527,000	527,000	0	530,477	100.66%	434,309	101.00%
Running Start	750,000	763,000	763,000	0	776,969	101.83%	728,477	100.48%
Foundation Support	200,000	200,000	200,000	0	200,000	100.00%	140,000	100.00%
Corrections Ed.-Indirect	637,268	658,522	687,097	28,575	684,054	99.56%	665,494	100.00%
Excess Enrollment from FY15	0	0	0	0	0	0.00%	225,000	100.00%
Carry-Forward & Use of Reserves	348,575	848,575	848,575	0	848,575	100.00%	125,000	100.00%
Total General:	\$12,793,466	\$12,609,070	\$12,687,645	\$78,575	\$12,746,036	100.46%	\$12,331,317	100.15%
Self-Support:								
Community Service	75,000	75,000	75,000	0	109,636	146.18%	83,093	110.79%
Ancillary Programs	200,000	600,000	900,000	300,000	848,219	94.25%	777,108	97.14%
Total Self Support:	\$275,000	\$675,000	\$975,000	\$300,000	\$957,855	98.24%	\$860,201	98.31%
Total Local Funds	\$13,068,466	\$13,284,070	\$13,662,645	\$378,575	\$13,703,891	100.30%	\$13,191,518	100.03%
TOTAL REVENUE	\$29,775,375	\$30,000,354	\$30,717,758	\$717,404	\$30,759,004	100.13%	\$28,797,140	100.01%

	2015-2016 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
EXPENDITURES:										
By Object										
Salaries and Wages	\$18,289,641	\$18,217,028	\$18,157,401	(\$59,627)	\$18,041,576	\$0	\$18,041,576	99.36%	\$17,033,680	99.28%
Benefits	6,091,270	6,079,497	6,130,218	50,721	6,098,691	0	6,098,691	99.49%	5,132,951	99.45%
Rents	170,128	170,228	170,228	0	158,541	0	158,541	93.13%	157,785	94.98%
Utilities	835,355	832,767	832,767	0	841,402	0	841,402	101.04%	899,718	100.54%
Goods and Services *	2,457,966	2,605,251	3,325,596	720,345	3,445,142	0	3,445,142	103.59%	3,082,710	103.17%
Travel	238,576	305,269	305,370	101	321,621	0	321,621	105.32%	298,031	112.60%
Equipment	292,702	386,980	392,844	5,864	391,189	0	391,189	99.58%	778,998	101.99%
Subsidies/Transfers/Debt Service	1,399,737	1,403,334	1,403,334	0	1,400,099	0	1,400,099	99.77%	1,387,503	99.28%
Total by Object	\$29,775,375	\$30,000,354	\$30,717,758	\$717,404	\$30,698,261	\$0	\$30,698,261	99.94%	\$28,771,376	99.92%
By Program										
Instruction	\$11,782,483	\$12,621,470	\$12,834,957	\$213,487	\$12,941,648	\$0	\$12,941,648	100.83%	\$12,129,970	100.38%
Community Service	75,000	75,000	75,000	0	85,163	0	85,163	113.55%	67,887	90.52%
Instructional Computing	386,028	392,644	392,644	0	383,381	0	383,381	97.64%	333,967	84.61%
Ancillary Programs	200,000	600,000	900,000	300,000	899,248	0	899,248	99.92%	899,766	116.22%
Academic Administration	2,914,826	3,181,762	3,183,377	1,615	3,183,842	0	3,183,842	100.01%	2,871,419	101.44%
Library Services	585,109	622,341	622,132	(209)	603,078	0	603,078	96.94%	577,744	97.14%
Student Services	3,672,634	3,814,583	3,817,031	2,448	3,745,685	0	3,745,685	98.13%	3,746,495	97.69%
Institutional Support *	7,224,217	5,639,872	5,843,927	204,055	5,852,278	0	5,852,278	100.14%	5,197,149	99.83%
Facility Services	2,935,078	3,052,682	3,048,690	(3,992)	3,003,938	0	3,003,938	98.53%	2,916,979	98.11%
Total by Program	\$29,775,375	\$30,000,354	\$30,717,758	\$717,404	\$30,698,261	\$0	\$30,698,261	99.94%	\$28,771,376	99.92%

* In the Expenditures to Date columns of these lines is a set aside of \$325,000 to cover the carry-forward needed for the 16-17 fiscal budget.

WALLA WALLA COMMUNITY COLLEGE
Grants and Contracts
June 2016

	Current Month Changes	2015-2016 YTD Budget	Expenditures to Date	Encumbrances	Activity to Date	YTD Percentage Spent	Balance Expendable	Revenue to Date	Balance Receivable
CORRECTIONS EDUCATION	\$28,964	\$6,676,617	\$6,647,653	\$0	\$6,647,653	99.6%	\$28,964	\$6,647,653	\$0
State Funded									
Carl Perkins Federal Vocational	\$0	\$403,732	\$403,732	\$0	\$403,732	100.0%	\$0	\$403,732	\$0
Perkins-Leadership Block Grant	0	16,000	16,000	0	16,000	100.0%	0	16,000	0
Perkins-Special Projects	0	9,000	9,000	0	9,000	100.0%	0	9,000	0
WSP Perkins-Special Projects	0	35,333	35,333	0	35,333	100.0%	0	35,333	0
CRCC Perkins-Special Projects	0	21,025	21,025	0	21,025	100.0%	0	21,025	0
Workfirst	0	260,399	260,399	0	260,399	100.0%	0	260,399	0
Water Management Center	0	363,750	363,750	0	363,750	100.0%	0	363,750	0
Dept. of Ecology - Titus Creek Project	0	40,000	23,870	0	23,870	59.7%	16,130	23,870	0
State Work Study	4,766	59,312	59,312	0	59,312	100.0%	0	59,312	0
Ag Center USDA Grant	0	1,401,728	683,281	0	683,281	48.7%	718,447	683,281	0
TAACCCT Grant	0	846,056	335,844	0	335,844	39.7%	510,212	335,844	0
Early Achiever Opportunity Grant	0	109,680	101,983	0	101,983	93.0%	7,697	101,983	0
Department of Early Learning - ECEAP	0	164,970	75,887	0	75,887	46.0%	89,083	164,970	(89,083)
I-DEA Grant	0	29,882	29,882	0	29,882	100.0%	0	29,882	0
Adult Basic Education	0	113,971	113,971	0	113,971	100.0%	0	113,971	0
EI Civics	0	23,328	23,328	0	23,328	100.0%	0	23,328	0
Basic Food Employment & Training	0	370,537	237,327	0	237,327	64.0%	133,210	299,027	(61,700)
Central Washington University	0	15,000	9,247	0	9,247	61.6%	5,753	15,000	(5,753)
WIOA Transitional Studies	0	17,814	17,814	0	17,814	100.0%	0	17,814	0
I-DEA SBCTC Assistance	0	3,900	3,874	0	3,874	99.3%	26	3,874	0
ABE Leadership Block Grant	0	5,563	5,563	0	5,563	100.0%	0	5,563	0
Miscellaneous SBCTC Grants	0	1,000	1,000	0	1,000	100.0%	0	1,000	0
Total State Funded	\$4,766	\$4,311,980	\$2,831,422	\$0	\$2,831,422		\$1,480,558	\$2,987,958	(\$156,536)
Federal Funded									
Student Support Services (SSS) FY 15-20	\$0	\$410,805	\$317,017	\$0	\$317,017	77.2%	\$93,788	\$317,017	\$0
Student Support Services (SSS) FY 10-15	0	35,629	35,629	0	35,629	100.0%	0	35,629	0
Title III	0	238,244	238,244	0	238,244	100.0%	0	238,244	0
USDA - National Institute of Food & Ag	0	84,344	42,390	0	42,390	50.3%	41,954	42,390	0
College Work Study	0	101,920	101,920	0	101,920	100.0%	0	101,920	0
Total Federal Funded	\$0	\$870,942	\$735,200	\$0	\$735,200		\$135,742	\$735,200	\$0
Private Funded									
Customized Contract Training	\$0	\$50,000	\$14,223	\$0	\$14,223	28.4%	\$35,777	\$15,733	(\$1,510)
EMS Trauma Training	0	7,000	6,383	0	6,383	91.2%	617	6,383	0
Parent Co-op	0	80,000	45,909	0	45,909	57.4%	34,091	45,989	(80)
Child Care Aware	0	182,229	129,611	0	129,611	71.1%	52,618	171,910	(42,299)
Corrections Ed AA Degree - Sunshine Lady	0	248,562	104,178	0	104,178	41.9%	144,384	128,769	(24,591)
Corrections Ed AA Degree - Seattle Foundation	0	54,623	34,774	0	34,774	63.7%	19,849	54,623	(19,849)
Working Families Support Network	0	87,551	71,874	0	71,874	82.1%	15,677	87,551	(15,677)
Project Finish Line	0	64,934	32,982	0	32,982	50.8%	31,952	64,934	(31,952)
ESD 123 Consulting & Home Services	0	60,770	21,109	0	21,109	34.7%	39,661	58,633	(37,524)
Legacy for Health - Tobacco Free Initiative	0	5,000	5,000	0	5,000	100.0%	0	5,000	0
SE Washington Economic Development	0	14,760	14,494	0	14,494	98.2%	266	14,760	(266)
Avista	0	47,905	28,979	0	28,979	60.5%	18,926	47,905	(18,926)
Total Private Funded	\$0	\$903,334	\$509,516	\$0	\$509,516		\$393,818	\$702,190	(\$192,674)
Fiscal Agent Contracts									
Community Network	\$0	\$81,122	\$50,422	\$0	\$50,422	62.2%	\$30,700	\$64,036	(\$13,614)
Early Learning Coalition (ELC)	3,716	57,673	57,673	0	57,673	100.0%	0	57,673	0
Snake River Salmon Recovery Board (SRSRB)	0	398,588	381,773	0	381,773	95.8%	16,815	381,773	0
Bonneville Power Administration (SRSRB)	0	465,534	215,873	0	215,873	46.4%	249,661	215,873	0
Total Fiscal Agent Contracts	\$3,716	\$1,002,917	\$705,741	\$0	\$705,741		\$297,176	\$719,355	(\$13,614)
TOTAL	\$37,446	\$13,765,790	\$11,429,532	\$0	\$11,429,532	83.0%	\$2,336,258	\$11,792,356	(\$362,824)