



**Board of Trustees, District No. 20
Walla Walla Community College
Board Meeting Agenda
Board Room (161) | WWCC Walla Walla Campus
Wednesday | April 23, 2025 | 9:30 a.m.**

To connect to the Wednesday, April 23, 2025 Board Meeting virtually, go to ZOOM: <https://wwcc-edu.zoom.us/j/82670339601> or dial-in: 253/215-8782.

Study Session

All Times are Estimates

9:30 a.m.	Call to Order <i>Mr. Tim Burt, Chair</i>	
	Approval of Agenda <i>Mr. Burt</i>	Action
9:35 a.m.	KPI Report: Policy Infrastructure <i>Dr. Chad Hickox, Dr. Nick Velluzzi, Mr. Dante Leon, and Dr. Allen Sutton</i>	Discuss
10:00 a.m.	WWCC Foundation Report <i>Ms. Jessica Cook</i>	Discuss
10:20 a.m.	Break	

Board Meeting Agenda

All Times are Estimates

10:30 a.m.	Board Meeting Resumes	
	Consent Agenda <i>Mr. Burt</i>	Action
	1. March 26, 2025 Board Meeting Minutes	Tab 1
	2. Personnel Update	Tab 2
	3. Interim Spring Quarter Enrollment Report	Tab 3
10:30 a.m.	Recognition of Women's Basketball Team <i>Dr. Hickox</i>	Discuss
10:40 a.m.	Recognition of All-Washington and All-USA Academic Team <i>Dr. Hickox</i>	Discuss

10:45 a.m.	Introduction of Newly Tenured Faculty <i>Mr. Leon</i>	Discuss	
10:55 a.m.	President's Report <i>Dr. Hickox</i>	Discuss	
11:10 a.m.	Student Government Association Activity Report <i>Ms. Natalie Wade</i>	Discuss	
11:20 a.m.	WPEA Report <i>Mr. Keenan Failing</i>	Discuss	
11:30 a.m.	AHE Report <i>Mr. Jim Peitersen</i>	Discuss	
11:40 a.m.	March Financial Report <i>Mr. Patrick Sisneros</i>	Discuss	Tab 4
11:50 a.m.	Board Policy Review <ul style="list-style-type: none"> ➤ Board Policy 1640 ➤ Board Policy 1650 <i>Dr. Hickox</i>	Discuss	Tab 5
12:00 p.m.	Board Reports / Remarks	Discuss	
12:10 p.m.	New and Unscheduled Business	Discuss	
12:20 p.m.	Public Comment <i>Persons wishing to express their views on any matter must sign up in advance and are limited to three minutes.</i>		
12:30 p.m.	Adjournment		

**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, March 26, 2025 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 9:30 a.m.

Trustees present:

Mr. Tim Burt, Chair
Ms. Tara Leer
Ms. Michelle Liberty
Mr. Gustavo Reyna
Mr. Bill Warren

Administrators present:

Dr. Chad Hickox, President
Dr. Marco Baeza, Vice President, Human Resources
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
Ms. Denise Barnett Bower, Dean, Corrections Education
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
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. Kathy Adamski, Assistant Dean, Nursing
Ms. Debra Erikson, Assistant Dean, Student Success
Ms. Stephanie Groom, Director, Human Resources
Ms. Doreen Kennedy, Recording Secretary
Mr. Bryan Ovens, AAG
Ms. Katie Ross, Director, Finance/Controller
Mr. Joshua Slepín, Director, Institutional Research & Effectiveness

Approval of Agenda.

Mr. Warren moved and Ms. Liberty seconded to approve the agenda for the March 26, 2025 Board of Trustees meeting as presented. *Motion carried.*

Child Care Center Tour. Set to open in the near future, the Board of Trustees toured the on-campus child care center, newly occupied by The Kids' Place, during a study session.

Consent Agenda. The consent agenda for this meeting was originally published March 20, 2025. Prior to the meeting, the following amendment was made: Item #4, Tab 4, was amended to replace page 8, which contained a duplication of the table on page 7. The revised consent agenda incorporating this change, was then considered by the Board and approved without objection.

Mr. Warren moved and Ms. Liberty seconded that the consent agenda items be approved or accepted, as appropriate: 1) February 26, 2025 Board Meeting Minutes, 2) Personnel Update, 3) Final Winter and Preliminary Spring Quarter Enrollment Reports, 4) February Financial Report Amended. *Motion carried.*

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

- New Trustee: Mr. Gustavo Reyna has joined the WWCC Board of Trustees, recently appointed by the Governor on March 17. Mr. Reyna is a well-known community member, actively engaged in various aspects within the community.
- Celebrating Students: WWCC's Women's Basketball Team and Coach Bobbi Hazeltine secured the 2024-25 Northwest Athletic Conference (NWAC) Championship, marking this WWCC's 4th title win, last held in 2018. Two WWCC students are being recognized as All-Washington Academic Team honorees, Jessica Grubb and Mya Silva, with Mya also being honored as an All-USA Academic Team member (1 of 20) in Nashville, Tennessee in April, where she will receive a \$5,000 scholarship. In February, WWCC and our student athletes were awarded the NWAC President's Cup (large school division) for the school with the highest average GPA among athletes in the NWAC. Congratulations to our students!
- CTUIR Scholarship: In conjunction with the signing of a joint MOA with the Confederated Tribes of the Umatilla Indian Reservation (CTUIR), we have offered the opportunity for CTUIR members to attend WWCC fully funded as an extension of the Warrior Pledge program, regardless of financial need. In partnership, the CTUIR has named the scholarship *Xtúwit Wiya?úyit (Strong Beginnings)*.
- Enterprise Funds: Implementation of an Innovation Fund utilizing MacKenzie Scott funds has been presented through College Council and is making its way through approvals. The idea is that there would be a process for employees of the College to bring proposals forward that would then be funded by the Innovation Fund.
- Budget Planning Updates: Ongoing budget conversations are occurring regularly, with Budget Council collecting feedback and ranking requests. Next steps include providing ELT with a rank-order prioritized list of budget requests, with presentation of a balanced budget to the Board in May.
- Campus Culture Project Update: We are continuing to work with Faculty Senate and other stakeholders to address campus culture, which has culminated in the decision to move up the timeline for release of the PACE survey to this spring.
- Investment Tax: We recently learned that the investment tax proposed by the Legislature will not apply to college Foundations.

AFT Report. Mr. Joshua Slepín reported on the following topics:

- Members – 70-75 represented
- Contract Implementation – appreciation of college support, particularly from HR
- Benefits – improved wages, professional development funds, conflict support, position reviews
- Union Representation – included in budget discussions and employee evaluation process
- Labor Management Committee – meet regularly with college management

Faculty Senate Report. Mr. Michael Rostollan reported on the following topics:

- Member Engagement – continues to increase, meetings increased to two per month to accommodate agenda
- Succession Planning – elections upcoming
- Guest Reports – Access & Opportunity, Advising, Accreditation, Guided Pathways, HR, President
- Campus Climate/Culture Survey – agreed to utilize the PACE survey as an alternate, faculty participated in selection of survey bank supplemental questions
- Upcoming Connection & Belonging Events

Second Read: 2025-26 Tuition Schedules and Student Program Fees. Mr. Sisneros reviewed the proposed 2025-26 Tuition Schedules approved by the Washington State Board for Community and Technical Colleges, unchanged since presented at the February board meeting, noting that the change adopted by the NWAC in the athletic waiver amount from 25% up to 100% only applies to the operating fee and will be applied second in the sequence of funding (following financial aid). Additionally noting that each sport has a certain number of athletic waiver allocations allowed, which are tracked for equity purposes and that use of these waivers will be monitored and evaluated over the course of the next year to determine if the percentage should be adjusted. Mr. Sisneros then reviewed the proposed Student Program Fees, also unchanged since the February board meeting.

➤ **2025-26 Tuition Schedules.**

Ms. Liberty moved and Mr. Warren seconded to approve the 2025-2026 Tuition Schedules as presented. *Motion carried.*

➤ **2025-26 Student Program Fees.**

Mr. Warren moved and Ms. Liberty seconded to approve the 2025-2026 Student Program Fees as presented. *Motion carried.*

Second Read: Board Policy 1610 – Emergency Succession. Dr. Hickox reviewed Board Policy 1610, noting there had been no changes since it was presented at the February board meeting.

Mr. Warren moved and Ms. Liberty seconded to approve Board Policy 1610 – Emergency Succession as presented, attached, and made part of these minutes. *Motion carried.*

Recess to Executive Session to Review Performance of Probationary Faculty Relative to Tenure Status and to Discuss Negotiations. The Board recessed to Executive Session at 11:20 a.m. to review performance of probationary faculty relative to tenure status and to discuss negotiations, with an anticipated return time of 11:50 a.m. At 11:50 a.m., the Board announced the Executive Session would be extended to 12:00 p.m. At 12:00 p.m., the Board returned to open session and Mr. Burt reported that no action had been taken during Executive Session.

Tenure. Dr. Hickox endorsed, and proposed, that the Board follow the recommendations presented by the Tenure Review Committee, also endorsed by the Vice President of Instruction.

➤ **Tenure Recommendations.**

Mr. Warren moved and Ms. Liberty seconded that the Board grant tenure to: Hector Lujan, Faculty Librarian; Halley McCormick, Mathematics Instructor; Marley Olson, Sociology Instructor; and Tracy Sereda, Business Instructor. *Motion carried.*

Mr. Warren moved and Ms. Liberty seconded that the Board extend the tenure probationary period by one year (until Spring 2026) for Nic Griggs, Mathematics Instructor. *Motion carried.*

➤ **Continued Full-Time Probationary Employment Recommendations.**

Mr. Warren moved and Ms. Liberty seconded that the Board continue probationary employment for full-time faculty in Year 1 and Year 2 of tenure review: Jasmine Averill, Business Instructor, Clarkston; James Bower, Communications Instructor, Clarkston; Dianna Dekelaita-Mullet, Psychology Instructor; Ricardo Escareno, Welding Instructor; Elizabeth Guerra, Human & Social Services Instructor; Shauna Hammond, Basic Skills/HS+ Instructor, WSP; Lara-Ly Hendrickson, Nursing Instructor, Clarkston; Brandon Hinrichs, Diesel Instructor; Aiden Hinshaw, Communications Instructor; Dustin Hyde, CDL Instructor; Chris Kasanke, Microbiology Instructor; John Kodet, Chemistry Instructor; Amber Maurer, Nursing Instructor, Clarkston; Chris Michels, Basic Skills/HS+ Instructor, WSP; Joseph Montoya, Plant and Soil Instructor; Brandom Price, Nursing Instructor; Karlee Pruitt, Agriculture Instructor; Hailee Rogers, Nursing Instructor; Chelsy Sheppard, Nursing Instructor, Clarkston; and Grayson Wallis, Agriculture Instructor. *Motion carried.*

Consider Approval of 2025-2028 Contract between the Board of Trustees of Community College District No. 20 and the Walla Walla Community College Association for Higher Education. The board packet for this meeting was originally published March 20, 2025. Prior to the meeting, the following amendment was made to Tab 9 – 2025-2028 Contract between the Board of Trustees of Community College District No. 20 and the Walla Walla Community College Association for Higher

Education: Tab 9, page 58, line 19 was amended to correct a typo in the pay rate to read *Mode 3* rate versus Mode 4. Ms. Stephanie Groom presented for consideration a recommendation that the Board approve the 2025-2028 Contract between the Board of Trustees of Community College District No. 20 and the Walla Walla Community College Association for Higher Education, noting an amendment to the board packet tab published prior to the meeting. Ms. Groom also expressed appreciation for the support received from the Federal Mediation & Conciliation Service team during the bargaining process and the dedicated hard work of the management and union teams. The revised Tab 9 – 2025-2028 Contract between the Board of Trustees of Community College District No. 20 and the Walla Walla Community College Association for Higher Education incorporating this change, was then considered by the Board and approved without objection.

Mr. Warren moved and Ms. Liberty seconded to approve the 2025-2028 Contract between the Board of Trustees of Community College District No. 20 and the Walla Walla Community College Association for Higher Education as presented. *Motion carried.*

Board Reports / Remarks. The following items were discussed:

- Audit Exit Conference
- ACT Spring Conference – May 22-23 in Spokane

New and Unscheduled Business. The following items were discussed:

- CTUIR Relations: basketball recruiting, marketing of MOA and scholarship

Public Comment. Public comment was given by WWCC faculty member and AHE President, Jim Peitersen, with regard to faculty contract negotiations.

Adjournment. The meeting adjourned at 12:14 p.m.

Dr. Chad E. Hickox, President

ATTEST:

Mr. Tim Burt
Board of Trustees

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

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 one other executive 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.

Policy Contact: President

Approved by (Department/Body): WWCC Board of Trustees

Date Originally Approved: December 19, 2018 (Formerly BP 1004 – Renumbered July 2022)

Last Reviewed/Revised on: March 26, 2025

WALLA WALLA COMMUNITY COLLEGE

MEMORANDUM

DATE: April 16, 2025
TO: Board of Trustees
FROM: Dr. Marco Baeza, Vice President of Human Resources
SUBJECT: Personnel Update

Below is an update reflecting changes to college personnel in March 2025.

New Hires:

Baeza, Marco — Vice President of Human Resources
Carlson, Courtney — Director of Center for Integrated Learning, Access & Opportunity
Thiessen, Dan — Interim Director of Culinary Arts, Workforce Transfer & Trades

Separations:

Collins, Casey — FTF, HPER and Head Men's Soccer Coach, Arts & Sciences/Student Services
Crenshaw, Jacob — Director of Culinary Arts, Workforce Transfer & Trades

Changes:

Lopez, Silvia — Bistro Lead, Workforce Transfer & Trades

Full-Time Positions Currently Posted:

Athletic Trainer
Career Services Specialist
Construction Trades Apprenticeship Preparation (CTAP) Instructor (tenure track), WSP
Dean, Workforce Transfer & Trades
Grounds & Nursery Specialist 2
Head Men's Soccer Coach/Instructor
Nursing Instructor (tenure track)
Nursing Program Administrator, Clarkston



Walla Walla Community College

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

DATE: April 17, 2025
TO: Board of Trustees
FROM: Dr. Nick Velluzzi
RE: Interim Spring Quarter Enrollment

This memo reports interim enrollment for Spring Quarter, 2025.

- State supported enrollment for spring quarter is reporting 1,681 FTE, which is up 21 FTE or 3% from 1,660 FTE at the **close** of spring quarter 2024.
- Contract enrollment is reporting 668 FTE, down 557 FTE or 12%, from 1,225 FTE at the **close** of spring quarter 2024.
- Self-support enrollment is reporting 57 FTE, down 3 FTE from 61 FTE at the **close** of spring 2024.
- Combined fund source enrollment is currently reporting 2,406 FTE, down 540 FTE or 3% from 2,946 FTE at the **close** of spring quarter 2024.
- Due to timing of creating this report and the start of spring quarter, we expect to see growth in contract enrollment occurring over the next month.

Financial Results

For Period Ending March 31, 2025

Board of Trustees Meeting
April 23, 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	} 266,313
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	
Allocation 6 - Opportunity Grants	27,136	
Allocation 6 - Opportunity Grants Health Workforce	2,546	
Allocation 6 - Climate Curriculum Development	19,000	
Allocation 7 - Truck/School Bus Driving	11,600	
Allocation 7 - College in High School Fees SSSB 5048	6,998	
Allocation 8 - Goldstar Families	361	

Updated 2024-2025 Adjusted Operating Budget	\$39,919,959
--	---------------------



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
State Allocation								
Base Allocation	\$20,246,738	51%	\$15,572,545	77%	\$14,768,300	78%	\$804,245	5%
Opportunity Grant	488,548	1%	287,969	59%	333,526	72%	-45,557	-14%
Other Earmarks/Provisos	4,919,742	12%	2,826,528	57%	2,232,043	0%	594,485	
Worker Retraining	1,703,115	4%	1,138,394	67%	1,013,569	59%	124,826	12%
Total State Revenue	\$27,358,143	69%	\$19,825,436	72%	\$18,347,437	71%	\$1,477,999	8%
Tuition & Other Revenue								
Tuition, Net of Waivers	\$6,650,000	17%	\$6,719,588	101%	\$6,330,579	102%	\$389,010	6%
Other Misc Revenue	1,131,816	3%	599,650	53%	1,049,006	129%	-449,357	-43%
Open Doors Program	200,000	1%	159,013	80%	127,202	85%	31,811	25%
Running Start	1,980,000	5%	1,833,741	93%	1,330,450	78%	503,291	38%
Foundation Support	250,000	1%	100,000	40%	100,000	40%	0	0%
Grants and Contracts - Indirect	1,100,000	3%	645,871	59%	387,864	39%	258,007	67%
Community Service	300,000	1%	252,034	84%	270,129	104%	-18,095	-7%
Ancillary Programs	150,000	0%	94,137	63%	57,909	39%	36,229	63%
Total Tuition & Other Revenue	\$11,761,816	29%	\$10,404,034	88%	\$9,653,138	\$0	\$750,896	8%
Use of Fund Balance (ctcLink)	\$0	0%	\$3,348	0.0%	\$189,780	51%	-\$186,432	-98%
CRSSAA/ARPA Funding	\$800,000	2%	\$86,493	0.2%	\$75,287	91%	\$11,206	15%
TOTAL REVENUE	\$39,919,959	100%	\$30,319,311	76%	\$28,265,642	75%	\$2,053,669	7%



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	\$24,263,171	61%	\$16,618,391	68%	\$15,203,294	65%	\$1,415,097	9%
Benefits	8,165,828	21%	5,485,777	67%	5,168,185	67%	317,592	6%
Rents	15,000	0%	31,609	211%	25,884	185%	5,725	22%
Utilities	1,232,026	3%	858,677	70%	833,348	73%	25,329	3%
Goods and Services	3,267,623	8%	2,792,181	85%	2,511,779	91%	280,401	11%
Travel	399,574	1%	152,180	38%	143,727	71%	8,453	6%
Equipment	204,145	1%	425,834	209%	612,195	90%	-186,361	-30%
Fin Aid, Debt Service, Transfers	2,174,269	5%	1,438,930	66%	1,101,102	52%	337,829	31%
TOTAL EXPENSE	\$39,721,637	100%	\$27,803,578	70%	\$25,599,513	67%	\$2,204,066	9%



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%	\$10,344,346	67%	\$9,337,490	64%	\$1,006,857	11%
Community Service	300,000	1%	335,787	112%	258,359	99%	77,428	30%
Instructional Computing	194,405	0%	175,994	91%	149,647	76%	26,347	18%
Ancillary Programs	127,044	0%	127,852	101%	65,620	44%	62,233	95%
Academic Administration	2,915,671	7%	1,928,928	66%	1,899,417	64%	29,510	2%
Library Services	585,449	1%	440,954	75%	473,867	74%	-32,913	-7%
Student Services	6,871,636	17%	4,885,671	71%	3,930,033	66%	955,638	24%
Institutional Support	8,748,926	22%	6,371,816	73%	6,358,225	72%	13,591	0%
Facility Services	4,430,871	11%	3,192,230	72%	3,126,855	73%	65,375	2%
TOTAL EXPENSE	\$39,721,637	100%	\$27,803,578	70%	\$25,599,513	67%	\$2,204,066	9%



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	\$88,702	\$731,467	\$294,788	\$558,037	\$487,338	\$181,157	\$3,460	\$2,344,949
less: Program costs	68,453	362,621	175,575	267,543	445,532	111,109	3,582	1,434,415
Net Profit/(Loss), Year-to-date	\$20,249	\$368,846	\$119,213	\$290,495	\$41,806	\$70,048	(\$122)	\$910,534
Opening Fund Balance, 7/1/24	\$86,307	\$513,102	\$232,635	\$1,011,952	\$697,498	(\$65,885)	\$40,820	\$2,516,428
Fund Balance as of 3/31/2025	\$106,555	\$881,948	\$351,848	\$1,302,446	\$739,305	\$4,162	\$40,698	\$3,426,962



Self-Support Programs

	Quest	Cont/Comm Education	Resale Programs	2nd Chance Pell	Total
Revenue, Year-to-date	\$92,390	\$72,388	\$94,137	\$87,256	\$346,171
less: Program costs	<u>44,890</u>	<u>174,588</u>	<u>127,852</u>	<u>116,310</u>	<u>463,640</u>
Net Profit/(Loss), Year-to-date	\$47,500	-\$102,200	-\$33,715	-\$29,054	-\$117,468
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>
Fund Balance as of 3/31/2025	<u>\$80,348</u>	<u>-\$253,721</u>	<u>-\$88,835</u>	<u>\$94,809</u>	<u>-\$167,398</u>



Grants and Contracts

	March 2025 Budget Changes	2024-2025 YTD Budget	Expenditures to Date	YTD % Spent
Corrections Education		\$8,846,839	\$6,484,177	73%
State Funded Grants		2,777,000	1,646,992	59%
Federal Funded Grants		1,817,040	1,308,081	72%
Privately Funded Grants		290,500	26,979	9%
Fiscal Agent Grants		675,030	653,104	97%
TOTAL GRANTS & CONTRACTS	\$0	\$14,406,409	\$10,119,333	70%



Enterprise Funds

	SGA/Athletics	Bookstore	Culinary	College Cellars	Other Enterprise	Total
<u>Revenue, Year-to-date</u>						
Tuition/Fees	\$843,631	-\$180	\$280	\$0	\$4,798	\$848,529
Sales	2,279	182,254	178,388	164,824	3,518	531,264
Club/Team Fundraising	195,419	-	-	-	125	195,544
Other	352,045	4,911	250	-	111,051	468,257
Total YTD Revenue	\$1,393,374	\$186,985	\$178,918	\$164,824	\$119,492	\$2,043,593
<u>Program Costs, Year-to-date</u>						
Salaries and Benefits	\$242,287	\$416	\$102,441	\$22,327	\$147,378	\$514,849
Scholarships	154,703	-	-	-	-	154,703
Goods and Services	800,717	185,008	95,311	141,675	16,893	1,239,602
Total YTD Program Costs	\$1,197,707	\$185,423	\$197,751	\$164,001	\$164,271	1,909,154
Net Profit/(Loss), Year-to-date	\$195,667	\$1,562	-\$18,833	\$823	-\$44,779	\$134,440
Opening Fund Balance, 7/1/24	\$229,670	\$217,276	-\$566	\$94,174	\$432,498	\$973,052
Fund Balance as of 3/31/2025	\$425,336	\$218,838	-\$19,399	\$94,998	\$387,718	\$1,107,491



Fund Balance Report

	Balance	Committed	Available	Notes
Grants - 145	-\$56,938	-\$56,938	\$0	Allowable spending specific to each grant
Contracts - 146	16,197,096	314,674	15,882,422	Available includes: Running Start, Grant and Contract indirect, balance of HEERF draws
Local Funds - 148	5,923,622	3,053,305	2,870,317	Committed includes: ctcLink, Self-support and ancillary programs, course, program, and tech fees
Operating Fee (Tuition) -149	-540,953	0	-540,953	Tuition and investment interest
Motorpool - 460	29,363	29,363	-	For maintenance of Motorpool fleet
SGA/Athletics - 522	425,336	425,336	-	For SGA/Athletics support
Bookstore - 524	218,838	218,838	-	For Bookstore operation
Culinary Enterprises - 569	-19,399	-19,399	-	For culinary enterprise activity only (Capstone, catering, café)
Auxilliary - 570	482,716	482,716	-	Reserved balances (PBX and software replace, various pass-throughs and fees, faculty excellence, etc)
Other funds	-3,010,097	-3,010,097	-	Agency funds, local capital, state appropriations, 3.5% FA
Totals	\$19,649,584	\$1,437,798	\$18,211,785	



Looking Ahead

	Amount	Notes
Uncommitted Fund Balance	\$18,211,785	from previous slide
<u>Less:</u>		
Lost Revenue spending	713,507	Committed for FY25 operating budget
Klicker Property Acquisition	2,943,541	Year end operating transfer to local capital project
Subtotal	\$14,554,737	
<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
Net Available Fund Balance	\$6,280,022	

*In March 2025, WWCC earned \$18,496 interest



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
Revenue								
State and Local	\$ 25,820,685	\$ 25,477,440	\$ 27,584,873	\$ 29,090,512	\$ 31,065,552	\$ 30,851,710	\$ 32,469,959	\$ 32,719,959
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	386,210
Total Revenue	\$ 33,580,957	\$ 31,976,449	\$ 36,444,873	\$ 35,610,066	\$ 38,615,552	\$ 37,805,316	\$ 39,919,959	\$ 39,979,801
Expenditures								
Salaries and Wages	\$ 19,928,227	\$ 18,532,462	\$ 21,443,113	\$ 19,799,393	\$ 23,274,827	\$ 21,990,772	\$ 24,263,171	\$ 24,077,737
Benefits	6,795,456	5,968,897	7,297,353	6,687,845	7,829,257	7,344,298	8,165,828	8,021,955
Total Personnel Costs	\$ 26,723,683	\$ 24,501,360	\$ 28,740,466	\$ 26,487,238	\$ 31,104,083	\$ 29,335,071	\$ 32,429,000	\$ 32,099,692
Personnel as a % of Revenue	79.6%	76.6%	78.9%	74.4%	80.5%	77.6%	81.2%	80.3%
Total Non-Personnel Expense	\$ 6,548,430	\$ 5,946,258	\$ 7,751,086	\$ 7,455,805	\$ 7,513,448	\$ 8,470,245	\$ 7,292,637	\$ 7,880,109
Non-Personnel Expense as a % of Revenue	19.5%	18.6%	21.3%	20.9%	19.5%	22.4%	18.3%	19.7%
Total Operating Expense	\$ 33,272,113	\$ 30,447,617	\$ 36,491,552	\$ 33,943,043	\$ 38,617,531	\$ 37,805,315	\$ 39,721,637	\$ 39,979,801
Operating as a % of Revenue	99.1%	95.2%	100.1%	95.3%	100.0%	100.0%	99.5%	100.0%
Net Operating Excess/Deficit	\$ 308,844	\$ 1,528,831	\$ (46,679)	\$ 1,667,023	\$ (1,979)	\$ 0	\$ 198,322	\$ 0



23/25 Minor Program Projects

Project Title	PWR#	Budget Amount	Status	Completion Date
Clarkston Security Upgrades	2023-508	585,000	Completed	Apr 2025
Main Building Space Renovations	2023-509	799,705	Completed	Apr 2025
Gazebo	2023-510	150,000	Completed	Oct 2024
Vo-Tech Restroom Remodel	2024-586	30,000	Completed	Mar 2024
Cosmetology Air Exchange Improvements	2025-513	100,000	In Permitting	Jul 2025



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	Completed	Apr 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	Delay till 25/27 Funding
J Bldg Asbestos Mitigation Room 303	2025-599	40,000	New Project	Jun 2025



23/25 DES Energy Projects

Project Title	PWR#	Budget Amount	Status	Completion Date
Submeter Replacements	2024-113	259,000	Evaluation Complete, work to begin May 1	Jun 2025
Retrocommisioning Main Bldg	2025-073	226,348	Evaluation this week by Engineering Firm	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	95% Complete	May 2025
A&E Services for Clean Bldgs Benchmarking	2024-953	90,000	Can submit 1 July	Jul 2025
Farm2Fork Pole Barn	2025-219	300,000	In Permitting w/ City of Walla Walla	Aug 2025
Access Road to Strawberry Lane	TBD	40,000	In Design	Jul 2025



Questions?

Pat Sisneros
Vice President of Administrative Services

Lori Peterson
Director of Budget and Fiscal Services



**WALLA WALLA COMMUNITY COLLEGE
FIDUCIARY RESPONSIBILITY/FINANCIAL CONDITION
BOARD POLICY 1640**

The Board of Trustees reserves the authority to set policies for and review the financials and associated status for the College, at a frequency determined by the Board. The President shall prevent the development of fiscal jeopardy or material deviations from the Board-approved budget.

The President shall:

1. Expend only those funds that have been approved by the Board (via policy decisions) in the fiscal year, unless the Board's approval to do otherwise has been obtained.
2. Not expend more funds than have been received in the fiscal year to date, plus the accumulated Reserve, unless the Board-approved debt guideline is met.
3. Not incur debt in an amount greater than which can be repaid by certain and otherwise unencumbered revenues within the current year, or can be repaid from accounts specifically established for such purpose.
4. Promote fiscal integrity by expending College funds in a manner that will result in a zero or positive fund balance at the close of the fiscal year.
5. Promote and drive payroll and debts to be settled in a timely manner.
6. Promote tax payments or other government-ordered payments or filings to be on-time and accurately filed.
7. Not acquire, encumber, or dispose of real property without Board approval.
8. Promote and pursue receivables after a reasonable grace period.
9. Provide to the Board, at their designated frequency, reports on the College's current financial condition that will continually enhance the Board's ability to meet its fiduciary responsibility.
10. Alert the Board of significant financial circumstances that arise during the fiscal year.
11. Accept only gifts or grants that are in the best interest of the College, and not obligate the College to make future expenditures using funds other than those created by the gift or grant without Board approval.

Policy Contact: <u>President</u>
Approved by (Department/Body): <u>WWCC Board of Trustees</u>
Date Originally Approved: <u>December 19, 2018 (Formerly BP 1005 – Renumbered July 2022)</u>
Last Reviewed/Revised on: _____

**WALLA WALLA COMMUNITY COLLEGE
ASSET PROTECTION
BOARD POLICY 1650**

The President shall protect, maintain, and manage the risks of College assets.

The President shall:

1. Minimize the exposure of the organization, its Board, or employees, to claims of liability.
2. Receive, process, or disburse funds and use state resources under controls that can be successfully audited.
3. Safeguard the organization's public image and credibility to further the accomplishment of the College mission.
4. Provide adequate protection against theft and casualty.
5. Establish disaster- and emergency-management plans.
6. Reasonably maintain college facilities and equipment.
7. Invest funds in a manner that will provide maximum security with the highest investment return, while meeting the daily cash flow demands of the College and confirming to all state and local statutes governing the investment of public funds.

<p>Policy Contact: <u>President</u></p> <p>Approved by (Department/Body): <u>WWCC Board of Trustees</u></p> <p>Date Originally Approved: <u>December 19, 2018 (Formerly BP 1001 – Renumbered July 2022)</u></p> <p>Last Reviewed/Revised on: _____</p>
--