



**Board of Trustees, District No. 20
Walla Walla Community College
Board Meeting Agenda
Board Room (161) | WWCC Walla Walla Campus
Wednesday | April 24, 2024 | 9:30 a.m.**

To connect to the Wednesday, April 24, 2024 Board Meeting virtually, go to ZOOM: <https://wwcc-edu.zoom.us/j/85329558251> or dial-in: 253/215-8782.

Study Session

All Times are Estimates

9:30 a.m.	Call to Order <i>Ms. Tara Leer, Chair</i>	
	Approval of Agenda <i>Ms. Leer</i>	Action
9:35 a.m.	Strategic Priority 2 and 4 Key Performance Indicators <i>Dr. Chad Hickox, Dr. Nick Velluzzi, Ms. Brooke Marshall, Ms. Stephanie Groom, and Ms. Jessica Cook</i>	Discuss
10:25 a.m.	Break	

Board Meeting Agenda

All Times are Estimates

10:30 a.m.	Board Meeting Resumes		
10:30 a.m.	Consent Agenda <i>Ms. Leer</i>	Action	
	1. March 27, 2024 Board Meeting Minutes		Tab 1
	2. April 11, 2024 Special Board Retreat Minutes		Tab 2
	3. Personnel Update		Tab 3
	4. Interim Spring Quarter Enrollment Report		Tab 4
10:35 a.m.	President's Report <i>Dr. Hickox</i>	Discuss	
10:50 a.m.	Student Government Association Activity Report <i>Mr. Charles Boykins and Ms. Elizabeth Cole</i>	Discuss	
11:00 a.m.	AHE Update <i>Mr. Jim Peitersen</i>	Discuss	
11:10 a.m.	March Financial Report <i>Mr. Patrick Sisneros and Ms. Lori Peterson</i>	Discuss	Tab 5

11:20 a.m.	Local Government Investment Pool (LGIP) Resolution <i>Mr. Sisneros</i>	Action	Tab 6
11:25 a.m.	Introduction of Newly-Tenured Faculty <i>Mr. Dante Leon</i>	Discuss	
11:35 a.m.	Board Policy Review <ul style="list-style-type: none"> ➤ Board Policy 1070 (WAC 132T-12) ➤ Board Policy 1080 (WAC 132T-16) ➤ Board Policy 1090 (WAC 132T-32) <i>Dr. Hickox</i>	Discuss	Tab 7
11:45 a.m.	Recess to Executive Session to Discuss Purchase or Lease of Real Estate		
12:05 p.m.	Board Reports / Remarks	Discuss	
12:15 p.m.	New and Unscheduled Business	Discuss	
12:25 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>		
12:40 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 27, 2024 in the Board Room on the Walla Walla Community College Walla Walla Campus and via Zoom. Ms. Tara Leer called the meeting to order at 9:36 a.m.

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

Administrators present: Dr. Chad Hickox, President
Mr. Dante Leon, Vice President, Instruction
Ms. Brooke Marshall, Vice President, Human Resources
Mr. Patrick Sisneros, Vice President, Administrative Services
Dr. Graydon Stanley, Vice President, Student Services
Dr. Nick Velluzzi, Vice President, Planning, Effectiveness & Economic Development
Ms. Kathy Adamski, Interim Dean, Nursing & Allied Health
Dr. Lisa Chamberlin, Dean, Enrollment Strategies
Ms. Jessica Cook, Executive Director, Foundation
Ms. Christy Doyle, Dean, Access & Opportunity
Ms. Denise Kammers, Dean, Corrections Education
Dr. Chad Miltenberger, Dean, Clarkston Campus
Ms. Sam Robinson, Dean, Arts & Sciences

Also present: Ms. Stephanie Groom, Director, Human Resources
Ms. Doreen Kennedy, Recording Secretary
Mr. Bryan Ovens, AAG
Mr. Joshua Slepik, Director, Institutional Research & Effectiveness

Approval of Agenda.

Mr. Burt moved and Mr. Warren seconded to approve the agenda for the March 27, 2024 Board of Trustees meeting as presented. *Motion carried.*

Classification and Compensation. Ms. Brooke Marshall and Ms. Stephanie Groom provided an overview on employee classification and compensation to the Board of Trustees during a study session.

Recess to Executive Session to Discuss Purchase or Lease of Real Estate. The Board recessed to Executive Session at 10:16 a.m. to discuss purchase or lease of real estate, with an anticipated

return time of 10:35 a.m. At 10:35 a.m., the Board returned to open session and Ms. Leer reported no action had been taken during Executive Session.

Consent Agenda.

Mr. Hernandez moved and Mr. Warren seconded that the consent agenda items be approved or accepted, as appropriate: 1) February 28, 2024 Board Meeting Minutes, 2) Personnel Update, 3) Final Winter Quarter and Preliminary Spring Quarter Enrollment Report. *Motion carried.*

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

- Employee Highlight: Congratulations to Becca Tibbetts, WWCC graduate and Food Pantry Coordinator, for being recognized in the Walla Walla Union Bulletin's 39 Under 39 series.
- SGA Leadership Update: SGA President Mia Solvang has had to step down from her leadership role to attend to personal matters, former Vice President, Charles Boykins has stepped in to fill the role of President for the remainder of the year.
- Budget: The Budget Council's first year of budget development is progressing smoothly and we are looking forward to presenting a first read of next year's budget at the May Board meeting.
- Allocation Model Review Committee: President's Hickox and Harrall (Tacoma Community College) will present an update on the Allocation Model Review Committee's work to the State Board for Community and Technical College's Board March 28, with a draft plan to be presented at the WACTC President's Retreat in July and an anticipated start date in Fall 2026.
- Complete College America (CCA): CCA was hosted on campus last week during Spring break for a sensemaking session to engage the greater campus community in the project work. We are working with our CCA liaison to offer another session to engage faculty who were not able to participate due to timing of the session.
- Community Council: Nick Velluzzi, Jessica Cook and President Hickox participated in the Community Council's 15-Year Retrospective interview process which is aimed to compile a historical archive and is anticipated to be shared sometime in June.
- Dayton School District: Dante Leon and President Hickox met with outgoing Dayton superintendent, Rich Stewart, to discuss district needs and how the college can be of assistance.
- Warrior Pledge: As the program continues to evolve – 45 students in 2022 to 112 this past Fall – we ask for the Board's support in moving forward to expand once again and extend the program to all students regardless of location. The next phase needs to see what actual demand is by removing geographic barriers, our analysis supports this model – the gift balance remains at the same level as when we were gifted the funds, despite spending more money.

Student Government Association Activity Report. Mr. Charles Boykins, SGA President reported on the following topics:

- Finals Week Events
- Food Pantry – SGA contributed \$4,000 towards funding

- Campus Peace Pole – Peace Ceremony to be held on campus April 13 in partnership with Rotary Club of WW
- Multicultural Center – helping to build cultural competence and humility
- WA Humanities Organization – coordinating to bring diverse speakers to campus
- Outside Student Gathering Space

Faculty Senate Update. Ms. Jennifer Vaughn reported on the following topics:

- DEIB Hiring - a priority for campus
- Quarterly Meetings with SGA
- Bookstore Issues
- ATD Re-engagement

February Financial Report. Mr. Patrick Sisneros and Ms. Lori Peterson reviewed the February financial report for the period ending February 29, 2024, including:

- 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, 2024

2024-2025 Sabbatical Request. Dr. Hickox reviewed two sabbatical requests for consideration by the Board, noting the requests had been recommended for approval by the Professional Development Committee: 1) Wesley Maier, full-time Criminal Justice instructor requesting a three-quarter sabbatical (Fall 2024, Winter and Spring 2025); 2) Robin Greene, full-time Computer Science instructor recommended for a two-quarter sabbatical. It was noted that Robin’s request was submitted for a three-quarter sabbatical that upon review by the Professional Development Committee was recommended for approval as a two-quarter sabbatical, pending discussion with the Vice President of Instruction to clarify activities and outcomes. Dr. Hickox also noted the projects the faculty members would be engaged in during their sabbaticals.

Mr. Burt moved and Mr. Hernandez seconded to approve the following sabbatical requests: Wesley Maier for a three-quarter sabbatical (Fall 2024, Winter and Spring 2025) and Robin Greene for a two-quarter sabbatical with stipulations noted. *Motion carried.*

Tenure.

➤ **Tenure Recommendations.**

Mr. Burt moved and Mr. Warren seconded that the Board accept the recommendations of the Tenure Review

Committee and of the President and approve granting tenure to: Alan Raeder, Agricultural Systems Instructor; Kris Margart, Welding Instructor; and Carolyn Allen, Nursing Instructor. *Motion carried.*

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

Mr. Hernandez moved and Mr. Burt seconded that the Board accept the recommendations of the Tenure Review Committee and of the President and approve continued full-time probationary employment for the following faculty pursuing tenure: Jasmine Averill, Business Instructor, Clarkston; James Bower, Communications Instructor, Clarkston; Ricardo Escareno, Welding Instructor; Nicole Griggs, Mathematics Instructor; Elizabeth Guerra, Human & Social Services Instructor; Shauna Hammond, Basic Skills/HS+ Instructor, WSP; Aiden Hinshaw, Communications Instructor; Dustin Hyde, CDL Instructor; Chris Kasanke, Microbiology Instructor; John Kodet, Chemistry Instructor; Hector Lujan, Faculty Librarian; Amber Maurer, Nursing Instructor, Clarkston; Halley McCormick, Mathematics Instructor; Chris Michels, Basic Skills/HS+ Instructor, WSP; Matthew Nerdin, CTAP Instructor, WSP; Marley Olson, Sociology Instructor; Karlee Pruitt, Agriculture Instructor; Grayson Wallis, Agriculture Instructor; and Tracy Sereda, Business Instructor. *Motion carried.*

Mr. Warren moved and Mr. Burt seconded that the Board accept the recommendations of the Tenure Review Committee and of the President and approve extending the probationary period for Eunice Muriu, Nursing Instructor, through Spring 2024. *Motion carried.*

Recess to Executive Session to Discuss Negotiations. The Board recessed to Executive Session at 12:04 p.m. to discuss negotiations, with an anticipated return time of 12:30 p.m. At 12:30 p.m., the Board announced the Executive Session would be extended to 12:35 p.m. At 12:35 p.m., the Board announced the Executive Session would be extended to 12:37 p.m. At 12:37 p.m., the Board announced the Executive Session would be extended to 12:39 p.m. At 12:39 p.m., the Board returned to open session and Ms. Leer reported no action had been taken during Executive Session.

Consider Approval of 2024-2027 Contract Between the Board of Trustees of Community College District No. 20 and the American Federation of Teachers – Walla Walla Professional Staff.

Mr. Burt moved and Ms. Liberty seconded to approve the 2024-2027 Contract Between the Board of Trustees of Community College District No. 20 and the American

Federation of Teachers – Walla Walla Professional Staff, as presented. *Motion carried.*

Consider Approval of Memorandum of Understanding Between the Board of Trustees of Community College District No. 20 and the American Federation of Teachers – Walla Walla Professional Staff.

Mr. Burt moved and Mr. Hernandez seconded to approve the Memorandum of Understanding: Initial Salary Placement, Potential Reallocation of Bargaining Unit Members, and Multilingual Premium Pay Between the Board of Trustees of Community College District No. 20 and the American Federation of Teachers – Walla Walla Professional Staff, as presented. *Motion carried.*

Board Reports / Remarks. The following items were discussed:

- Dr. Roland Schirman – former Trustee serving on the WWCC Board of Trustees from 2009 to 2017 passed away March 22, 2024. Mr. Warren noted that Dr. Schirman dearly loved the college and our students. A memorial service will be held at a later date.
- Status of DEIB Position
- Campus Grounds
- Government to Government Summit – to be held June 18 at Evergreen State College
- ACT Conference – to be held May 1-2 at Yakima Valley Community College
- FAFSA Updates
- Annual Board Retreat

New and Unscheduled Business. The following was discussed:

- Warrior Pledge

Public Comment. None.

Adjournment. The meeting adjourned at 12:57 p.m.

Dr. Chad E. Hickox, President

ATTEST:

Mr. Tim Burt
Board of Trustees

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

The Board of Trustees of Community College District No. 20 met in special session for a retreat on Thursday, April 11, 2024 in the Water & Environmental Center on the Walla Walla Community College Walla Walla Campus. Ms. Tara Leer called the meeting to order at 12:20 p.m.

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

Administrators present: Dr. Chad Hickox, President

Also present: Ms. Doreen Kennedy, Recording Secretary

Board Composition. Ms. Alessandra Zielinski, retreat facilitator, led the Trustees and President through a facilitated group discussion regarding framework for the upcoming trustee recruitment efforts. Topics included:

- Current Board Composition, Capabilities, and Culture
- Desired Attributes
- Recruitment Timeline
- Selection of Recruitment Subcommittee: Dr. Hickox, Mr. Warren, Ms. Liberty

Adjournment. The meeting adjourned at 3:08 p.m.

Dr. Chad E. Hickox, President

ATTEST:

Ms. Tara Leer
Board of Trustees

WALLA WALLA COMMUNITY COLLEGE

MEMORANDUM

DATE: April 18, 2024
TO: Board of Trustees
FROM: Brooke Marshall, Vice President of Human Resources
SUBJECT: Personnel Update

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

New Hires

Newhouse, Kailey – Fiscal Analyst 2, Business Services

Separations

Entrikin, Jay – Director of Culinary Arts, Workforce Transfer & Trades
Hinshaw, Brent – Graphic Designer Senior, Marketing & Communications
Lujan, John – TRIO Advisor, Student Services
Macon-Moore, Stephanie – FTF, Nursing & Allied Health
Schultze, Benjamin – Dean of Nursing & Allied Health, Nursing & Allied Health
Stockdale, Dave – Director of WEC and Workforce Initiatives, Workforce Transfer & Trades

Changes

Adamski, Kathy – Interim Dean of Nursing & Allied Health, Nursing & Allied Health
Chavez, Ricardo – Interim Director of Adult Basic Education, CRCC & WSP
Christensen, Karl – Graphic Designer Senior (part-time temp to full-time temp)
Ritchie, Sara – Program Coordinator, Student Services
Suarez, Yesenia – Program Coordinator, CRCC
Trogstad-Isaacson, Andrew – Interim Director of WEC and Workforce Initiatives, Workforce Transfer & Trades

Full-Time Positions Currently Posted

Career Connect Coordinator, Clarkston
Dean of Nursing & Allied Health
Dean of Workforce Transfer & Trades
Director of Adult Basic Education, CRCC & WSP
Director of Center for Integrated Learning
Director of Culinary Arts
Director of Diversity, Equity, Inclusion & Belonging
Director of Enology & Viticulture
Education and Career Navigator, CRCC & WSP
Education Technologist
Instruction & Classroom Support Technician 2 (Welding)
Nursing Instructor (tenure track), WW & Clarkston



Walla Walla Community College

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DATE: April 17, 2024
TO: Board of Trustees
FROM: Dr. Nick Velluzzi
RE: Interim Spring Quarter Enrollment

This memo reports interim enrollment for Spring Quarter 2024.

- State supported enrollment for spring quarter is reporting 1,649 FTE, which is up 223 FTE (16%) from 1,426 FTE at the **close** of spring 2023.
- Contract enrollment is reporting 835 FTE, which is down 395 FTE (32%) from 1,230 FTE at the **close** of spring quarter 2023.
- Self-support enrollment is reporting 58 FTE, up 11 FTE from the **close** of spring 2023.
- Enrollment for combined fund sources is reporting 2,541 FTE, down 161 FTE (6%) from 2,702 FTE at the close of spring quarter 2023.

Financial Results

For Period Ending March 31, 2024

Board of Trustees Meeting
April 24, 2024



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, 2024

- Capital Projects Update

- Questions



FY2024 Operating Budget

Approved 2023-2024 Operating Budget	\$37,260,012
Approved 2023-2024 Course/Program Fees Budget	1,328,000
Technology Fee Budget	186,000

Approved 2023-2024 Operating Budget \$38,774,012

Operating Budget

Approved 2023-2024 Operating Budget (<i>less dedicated student fees</i>)	\$37,260,012
Allocation 1 - Worker Retraining (budget vs. allocated)	-\$250
Allocation 1 - Student Emergency Assistance Grant (budget vs. allocated)	18,225
Allocation 1 - Health Care Opportunity Grants (budget vs. allocated)	-2,655
Allocation 1 - Students Experiencing Homelessness HB1166 Expansion	118,875
Allocation 1 - Centers of Excellence	-47,853
Allocation 1 - Goldstar Families (not allocated in Allocation 1)	-3,998
Allocation 2 - Centers of Excellence	50,583
Allocation 3 - High Demand Enrollments	131,299
Allocation 3 - Student Needs SSHB 1559	220,810
Allocation 3 - Nurse Education Enrollment Increases	180,000
Allocation 4 - Nurse Supply SB 5582	40,000
Allocation 4 - Centers of Excellence	-1,539
Allocation 5 - Goldstar Families	4,955
Allocation 6 - College in High School Fees SSSB 5048	4,800
Allocation 8 - Goldstar Families	456
Allocation 8 - Guided Pathways	1,220

714,928

Updated 2023-2024 Adjusted Operating Budget \$37,974,940



Revenue

	2023-2024 Adjusted Budget	% of Total	2023-2024 YTD Actuals	% of Budget	2022-2023 YTD Actuals	% of Budget	Difference over Prior Year	% Change YOY
State Allocation								
Base Allocation	\$18,958,292	50%	\$14,768,300	78%	\$15,229,769	71%	-\$461,469	-3%
Opportunity Grant	461,412	1%	333,526	72%	282,581	61%	50,946	18%
Other Earmarks/Provisos	4,821,164	13%	2,232,043	46%	-	0%	2,232,043	
Worker Retraining	1,715,073	5%	1,013,569	59%	1,097,161	64%	-83,592	-8%
Total State Revenue	\$25,955,941	68%	\$18,347,437	71%	\$16,609,510	70%	\$1,737,927	10%
Tuition & Other Revenue								
Tuition, Net of Waivers	\$6,180,000	16%	\$5,894,895	95%	\$4,881,431	78%	\$1,013,463	21%
Other Misc Revenue	959,000	3%	1,049,006	109%	862,628	236%	186,379	22%
Open Doors Program	150,000	0%	127,202	85%	55,750	133%	71,452	128%
Running Start	1,700,000	4%	1,330,450	78%	1,294,031	76%	36,419	3%
Foundation Support	250,000	1%	100,000	40%	150,000	60%	-50,000	-33%
Grants and Contracts - Indirect	1,000,000	3%	387,864	39%	427,069	44%	-39,205	-9%
Community Service	260,000	1%	270,129	104%	193,606	74%	76,523	40%
Ancillary Programs	150,000	0%	57,909	39%	96,222	64%	-38,313	-40%
Total Tuition & Other Revenue	\$10,649,000	28%	\$9,217,454	87%	\$7,960,736	\$0	\$1,256,718	16%
Use of Fund Balance (ctcLink)	\$370,000	1%	\$189,780	0.5%	\$209,642	19%	-\$19,862	-9%
CRSSAA/ARPA Funding	\$1,000,000	3%	\$75,287	0.2%	\$521,550	74%	-\$446,263	-86%
TOTAL REVENUE	\$37,974,941	100%	\$27,829,958	73%	\$25,301,438	70%	\$2,528,520	10%



Expenditures, *by Category*

	2023-2024 Adjusted Budget	% of Total	2023-2024 YTD Actuals	% of Budget	2022-2023 YTD Actuals	% of Budget	Difference over Prior Year	% Change YOY
Salaries and Wages	\$23,274,827	61%	\$15,203,294	65%	\$13,656,608	64%	\$1,546,686	11%
Benefits	7,735,987	20%	5,168,185	67%	4,854,942	67%	313,243	6%
Rents	14,000	0%	25,884	185%	29,752	74%	-3,869	-13%
Utilities	1,149,026	3%	833,348	73%	773,165	80%	60,183	8%
Goods and Services	2,761,448	7%	2,270,924	82%	2,002,216	56%	268,708	13%
Travel	203,616	1%	143,727	71%	66,679	65%	77,048	116%
Equipment	682,964	2%	612,195	90%	266,240	34%	345,955	130%
Fin Aid, Debt Service, Transfers	2,113,833	6%	1,101,102	52%	864,646	42%	236,456	27%
TOTAL EXPENSE	\$37,935,700	100%	\$25,358,658	67%	\$22,514,248	62%	\$2,844,410	13%



Expenditures, *by Function*

	2023-2024 Adjusted Budget	% of Total	2023-2024 YTD Actuals	% of Budget	2022-2023 YTD Actuals	% of Budget	Difference over Prior Year	% Change YOY
Instruction	\$14,543,382	38%	\$9,096,635	63%	\$7,571,260	57%	\$1,525,375	20%
Community Service	260,000	1%	258,359	99%	142,527	59%	115,832	81%
Instructional Computing	196,707	1%	149,647	76%	216,524	54%	-66,877	-31%
Ancillary Programs	150,000	0%	65,620	44%	86,179	57%	-20,559	-24%
Academic Administration	2,976,732	8%	1,899,417	64%	1,821,525	63%	77,893	4%
Library Services	644,579	2%	473,867	74%	423,956	69%	49,910	12%
Student Services	5,996,491	16%	3,930,033	66%	3,684,778	70%	245,256	7%
Institutional Support	8,878,225	23%	6,358,225	72%	5,825,556	59%	532,669	9%
Facility Services	4,289,584	11%	3,126,855	73%	2,741,943	78%	384,912	14%
TOTAL EXPENSE	\$37,935,700	100%	\$25,358,658	67%	\$22,514,248	62%	\$2,844,410	13%



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	\$72,209	\$640,089	\$245,137	\$344,393	\$445,577	\$168,412	\$15,880	\$1,931,697
less: Program costs	56,998	467,877	151,887	293,223	182,093	286,869	5,784	1,444,730
Net Profit/(Loss), Year-to-date	\$15,211	\$172,212	\$93,251	\$51,170	\$263,484	-\$118,458	\$10,096	\$486,966
Opening Fund Balance, 7/1/23	\$93,845	\$530,664	\$241,841	\$1,334,081	\$547,629	\$163,273	\$44,733	\$2,956,066
Fund Balance as of 3/31/2024	\$109,056	\$702,876	\$335,092	\$1,385,251	\$811,113	\$44,815	\$54,829	\$3,443,032



Self-Support Programs

	Quest	Cont/Comm Education	Resale Programs	2nd Chance Pell	Total
Revenue, Year-to-date	\$90,692	\$43,116	\$57,909	\$136,321	\$328,037
less: Program costs	<u>30,200</u>	<u>150,794</u>	<u>65,620</u>	<u>77,365</u>	<u>323,979</u>
Net Profit/(Loss), Year-to-date	\$60,492	-\$107,679	-\$7,711	\$58,956	\$4,059
Opening Fund Balance, 7/1/23	<u>-\$7,680</u>	<u>\$8,173</u>	<u>-\$13,662</u>	<u>\$94,104</u>	<u>\$80,935</u>
Fund Balance as of 3/31/2024	<u>\$52,812</u>	<u>-\$99,505</u>	<u>-\$21,373</u>	<u>\$153,060</u>	<u>\$84,994</u>



Grants and Contracts

	Mar 2024 Budget Changes	2023-2024 YTD Budget	Expenditures to Date	YTD % Spent
Corrections Education	\$ -	\$ 8,583,651	\$ 6,232,159	73%
State Funded Grants	-	2,448,537	1,341,344	55%
Federal Funded Grants	-	1,626,067	756,908	47%
Private Funded Grants	-	164,664	23,933	15%
Fiscal Agent Grants	-	835,574	354,110	42%
TOTAL GRANTS & CONTRACTS	\$ -	\$ 13,658,493	\$ 8,708,454	64%



Enterprise Funds

	SGA	Bookstore	Culinary	College Cellars	Other Enterprise	Total
<u>Revenue, Year-to-date</u>						
Tuition/Fees	\$768,990	\$0	\$170	\$0	\$35,464	\$804,625
Sales	160	155,985	-	90,813	-	246,958
Club/Team Fundraising	134,835	-	-	-	-	134,835
Other	22,061	3,425	111,699	161,351	58,294	356,829
Total YTD Revenue	\$926,047	\$159,409	\$111,869	\$252,164	\$93,758	\$1,543,248
<u>Program Costs, Year-to-date</u>						
Salaries and Benefits	\$233,181	\$114,600	\$83,198	\$8,292	\$54,718	\$493,989
Scholarships	201,086	-	-	-	-	201,086
Goods and Services	824,913	143,901	78,293	94,903	(11,513)	1,130,497
Total YTD Program Costs	\$1,259,179	\$258,501	\$161,491	\$103,195	\$43,205	1,825,571
Net Profit/(Loss), Year-to-date	-\$333,132	-\$99,092	-\$49,622	\$148,969	\$50,553	-\$282,324
Opening Fund Balance, 7/1/22	\$359,586	\$485,735	\$55,338	\$0	\$492,654	\$1,393,313
Fund Balance as of 3/31/2024	\$26,454	\$386,643	\$5,716	\$148,969	\$543,207	\$1,110,989



Fund Balance Report

	Balance	Committed	Available	Notes
Grants - 145	-\$6,991,442	-\$6,991,442	\$0	Allowable spending specific to each grant
Contracts - 146	16,327,658	3,174,775	13,152,884	Available includes: Running Start, Grant and Contract indirect, balance of HEERF draws
Local Funds - 148	7,284,890	3,387,141	3,897,749	Committed includes: ctLink, Self-support and ancillary programs, course, program, and tech fees
Operating Fee (Tuition) -149	2,235,416	0	2,235,416	Tuition and investment interest
Motorpool - 460	80,948	80,948	-	For maintenance of Motorpool fleet
SGA/Athletics - 522	26,454	26,454	-	For SGA/Athletics support
Bookstore - 524	386,643	386,643	-	For Bookstore operation
Culinary Enterprises - 569	5,716	5,716	-	For culinary enterprise activity only (Capstone, catering, café)
Auxilliary - 570	692,176	692,176	-	Reserved balances (PBX and software replace, various pass-throughs and fees, faculty excellence, etc)
Other funds	-815,689	-815,689	-	Agency funds, local capital, state appropriations, 3.5% FA
Totals	\$19,232,771	-\$53,278	\$19,286,049	



Looking Ahead

	Amount	Notes
Uncommitted Fund Balance	\$19,286,049	from previous slide
<u>Less:</u>		
IT infrastructure	707,000	Classroom technology upgrades
Lost Revenue spending	217,713	Committed for FY24 operating budget
ctcLink	75,000	Committed for FY24 ongoing costs of implementation/stabilization
Reserve spending	17,500	Committed for FY24 to support Facilities (Custodial salary backfill)
Subtotal	\$18,268,836	
<u>Less Reserves:</u>		<u>Board Policy 1670</u>
Operational Contingency	1,163,220	3% of FY23 budgeted operating expenditures
Operating Reserves	6,591,582	17% of FY23 budgeted operating expenditures
Net Available Fund Balance	<u><u>\$10,514,034</u></u>	



Year-End Forecast

	FY21 Budget	FY21 Actual	FY22 Budget	FY22 Actual	FY23 Budget	FY23 Actual	FY24 Budget	FY24 Actual (estimated)
Annual State FTE Enrollments	2,157	1,696	1,950	1,699	1,776	1,617	1,550	1,777
Revenue								
State and Local	\$ 26,484,213	\$ 25,938,228	\$ 25,820,685	\$ 25,477,440	\$ 27,584,873	\$ 29,090,512	\$ 30,424,941	\$ 30,531,021
Tuition	6,237,448	5,718,286	6,100,000	6,759,437	6,250,000	5,194,359	6,180,000	6,303,600
Reserves and COVID Relief Funds	-	141,504	1,660,272	879,530	2,610,000	916,376	1,370,000	1,370,000
Total Revenue	\$ 32,721,661	\$ 31,798,018	\$ 33,580,957	\$ 33,116,407	\$ 36,444,873	\$ 35,201,248	\$ 37,974,941	\$ 38,204,621
Expenditures								
Salaries and Wages	\$ 18,082,092	\$ 16,469,393	\$ 19,928,227	\$ 18,532,462	\$ 21,443,113	\$ 19,799,393	\$ 23,274,827	\$ 21,731,272
Benefits	6,312,791	5,848,155	6,795,456	5,968,897	7,297,353	6,687,845	7,735,987	7,387,698
Total Personnel Costs	\$ 24,394,883	\$ 22,317,548	\$ 26,723,683	\$ 24,501,360	\$ 28,740,466	\$ 26,487,238	\$ 31,010,813	\$ 29,118,970
Personnel as a % of Revenue	74.6%	70.2%	79.6%	74.0%	78.9%	75.2%	81.7%	76.2%
Total Non-Personnel Expense	\$ 5,978,950	\$ 5,302,660	\$ 6,548,430	\$ 5,946,258	\$ 7,751,086	\$ 7,455,805	\$ 6,924,887	\$ 8,243,992
Non-Personnel Expense as a % of Revenue	18.3%	16.7%	19.5%	18.0%	21.3%	21.2%	18.2%	21.6%
Total Operating Expense	\$ 30,373,833	\$ 27,620,208	\$ 33,272,113	\$ 30,447,617	\$ 36,491,552	\$ 33,943,043	\$ 37,935,700	\$ 37,362,961
Operating as a % of Revenue	92.8%	86.9%	99.1%	91.9%	100.1%	96.4%	99.9%	97.8%
Net Operating Excess/Deficit	\$ 2,347,828	\$ 4,177,810	\$ 308,844	\$ 2,668,789	\$ (46,679)	\$ 1,258,204	\$ 39,241	\$ 841,660



23/25 Minor Program Projects

Project Title	PWR#	Budget Amount	Status	Completion Date
Clarkston Security Upgrades	2023-508	\$ 585,000	Design Complete/ Bids May 2024	Summer 2024
Main Building Space Renovations	2023-509	799,705	Permit Approved/ Bids May 2024	Fall 2024
Gazebo	2023-510	150,000	At Contractor for Cost Estimates	Summer 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	Ordered	Spring 2025
Transformer Replacement Center Power Vault	2024-117	322,000	Ordered	Spring 2025



23/25 Minor Facility Repair Projects

Project Title	PWR#	Budget Amount	Status	Completion Date
Weld Shop AHU and Exhaust	2023-556	\$ 181,000	Under Construction	Summer 2024
Replace Several Failed Doors	2023-557	261,000	Under Construction	Summer 2024
EFIS Replacement	2023-558	33,000	On Hold	Fall 2024
Mutli-Zone AHU--Combine with 2023-552	N/A	295,000	Open for Bids	Spring 2025
Main Building HVAC Work	2023-552	488,000	Design Complete/ Open for Bids	Spring 2025
Water Regulator Valves	2023-554	66,000	On Hold	Fall 2024
Electric Motor Controls	2023-560	520,000	Bids Rejected/ Lead Time Concerns	TBD/ 16 mo Lead Times
Quarry Tiles	2023-561	99,000	At Contractor for Cost Estimates	Summer 2024
Tech Center Chiller	2023-553	134,000	Ordered	Spring 2024
Water Ctr Condensing Unit	2024-522	75,000	Completed	Mar-24
Replace Water Heaters	Pending	150,000	Pending	Summer 2024



23/25 Minor Site Projects

Project Title	PWR#	Budget Amount	Status	Completion Date
Sewer Line Replacement	2023-562	41,000	Quick Project Group w/2023-555	Fall 2024
ADA Restroom Fixtures Heights	TBD	49,000	At Contractor for Cost Estimates	Summer 2024
Water Isolation Valves	2023-555	40,000	Quick Project Group w/2023-562	Fall 2024



23/25 Locally Funded Projects

Project Title	PWR#	Budget Amount	Status	Completion Date
Wet Lab Generator (CTUIR Funded)	2023-226	150,000	Ordered	March 2024
Campus Space Study	2024-295	<50,000	Underway	Fall 2024
A&E Services for Clean Bldgs Benchmarking	Pending	80,000	Pending	TBD



Questions?

Lori Peterson
Director of Budget and Fiscal Services



RESOLUTION AUTHORIZING INVESTMENT
OF Walla Walla Community College MONIES IN THE
LOCAL GOVERNMENT INVESTMENT POOL

WHEREAS, pursuant to Chapter 294, Laws of 1986, the Legislature created a trust fund to be known as the public funds investment account (commonly referred to as the Local Government Investment Pool (LGIP)) for the contribution and withdrawal of money by an authorized governmental entity for purposes of investment by the Office of the State Treasurer; and

WHEREAS, from time to time it may be advantageous to the authorized governmental entity, Walla Walla Community College, the “governmental entity”, to contribute funds available for investment in the LGIP; and

WHEREAS, the investment strategy for the LGIP is set forth in its policies and procedures; and

WHEREAS, any contributions or withdrawals to or from the LGIP made on behalf of the governmental entity shall be first duly authorized by the Walla Walla Community College, the “governing body” or any designee of the governing body pursuant to this resolution, or a subsequent resolution; and

WHEREAS the governmental entity will cause to be filed a certified copy of said resolution with the Office of the State Treasurer; and

WHEREAS the governing body and any designee appointed by the governing body with authority to contribute or withdraw funds of the governmental entity has received and read a copy of the prospectus and understands the risks and limitations of investing in the LGIP; and

WHEREAS, the governing body attests by the signature of its members that it is duly authorized and empowered to enter into this agreement, to direct the contribution or withdrawal of governmental entity monies, and to delegate certain authority to make adjustments to the incorporated transactional forms, to the individuals designated herein.

NOW THEREFORE, BE IT RESOLVED that the governing body does hereby authorize the contribution and withdrawal of governmental entity monies in the LGIP in the manner prescribed by law, rule, and prospectus.

BE IT FURTHER RESOLVED that the governing body has approved the Local Government Investment Pool Transaction Authorization Form (Form) as completed by Chad E. Hickox, President and incorporates said form into this resolution by reference and does hereby attest to its accuracy.

BE IT FURTHER RESOLVED that the governmental entity designates President, Vice President of Administrative Services, Director of Finance/Controller and Director of Budget & Fiscal Services (*title*), the “authorized individual” to authorize all amendments, changes, or alterations to the Form or any other documentation including the designation of other individuals to make contributions and withdrawals on behalf of the governmental entity.

BE IT FURTHER RESOLVED that this delegation ends upon the written notice, by any method set forth in the prospectus, of the governing body that the authorized individual has been terminated or that his or her delegation has been revoked. The Office of the State Treasurer will rely solely on the governing body to provide notice of such revocation and is entitled to rely on the authorized individual’s instructions until such time as said notice has been provided.

BE IT FURTHER RESOLVED that the Form as incorporated into this resolution or hereafter amended by delegated authority, or any other documentation signed or otherwise approved by the authorized individual shall remain in effect after revocation of the authorized individual’s delegated authority, except to the extent that the authorized individual whose delegation has been terminated shall not be permitted to make further withdrawals or contributions to the LGIP on behalf of the governmental entity. No amendments, changes, or alterations shall be made to the Form or any other documentation until the entity passes a new resolution naming a new authorized individual; and

BE IT FURTHER RESOLVED that the governing body acknowledges that it has received, read, and understood the prospectus as provided by the Office of the State Treasurer. In addition, the governing body agrees that a copy of the prospectus will be provided to any person delegated or otherwise authorized to make contributions or withdrawals into or out of the LGIP and that said individuals will be required to read the prospectus prior to making any withdrawals or contributions or any further withdrawals or contributions if authorizations are already in place.

PASSED AND ADOPTED by the Board of Trustees of the Walla Walla Community College State of Washington on this 24th day of April 2024.

SIGNATURE TITLE

SIGNATURE TITLE

**WALLA WALLA COMMUNITY COLLEGE
MISCELLANEOUS
BOARD POLICY 1070 - [WAC 132T-12](#)**

WAC 132T-12-010

Minimum standard for admission to Walla Walla Community College.

Any applicant for admission to Walla Walla Community College shall be admitted when, as determined by the president of the college, or by his authorized representative, such applicant:

- (1) Is competent to profit from the curricular offerings of the college; and
- (2) Would not, by his presence or conduct, create a disruptive atmosphere within the community college inconsistent with the purposes of the institution; and
- (3) Is eighteen years of age or older or who is a graduate of high school or whose application, if under eighteen years of age and not a graduate of a high school, has been approved, insofar as acquisition of approval is feasible, by the principal of the high school he is attending or which he last attended: Provided, That an applicant transferring from another institution of higher education who meets the above criteria, but who is not in good standing at the time of his transfer, may be conditionally admitted to the college on a probationary status as determined by the president of the college or by his authorized representative.

[Order 71-12, § 132T-12-010, filed 4/7/71.]

WAC 132T-12-020

Faculty records.

(1) All records relating to the performance and qualifications of any member of the faculty or administrative staff shall not be deemed public records. However, the president and members of the faculty and administrative staff may use the information contained in such records as the basis for the recommendation or nonrecommendation for any purpose of a present or former administrative or faculty employee, or in any dismissal proceeding.

(2) Members of the faculty or administrative staff to whom such records pertain shall be guaranteed access to their individual records at any reasonable time. Such persons shall be authorized to file any rebuttal statement in their official files or records in the event the individual faculty or administrative staff member so desires to file such rebuttal.

[Order 71-13, § 132T-12-020, filed 4/7/71.]

Policy Contact: <u>President</u>
Approved by (Department/Body): <u>WWCC Board of Trustees</u>
Date Originally Approved: <u>April 7, 1971</u>
Last Reviewed/Revised on: <u>September 1, 1971</u>

WALLA WALLA COMMUNITY COLLEGE
NEGOTIATIONS BY CERTIFICATED PERSONNEL
BOARD POLICY 1080 - [WAC 132T-16](#)

WAC 132T-16-003

Purpose.

Pursuant to chapter 143, Laws of 1965, the board of trustees of Community College District No. 20 establishes the following rules to strengthen methods of administering employer-employee relations through the establishment of orderly methods of communication between certificated employees of Community College District No. 20 and the board of trustees of Community College District No. 20.

[Order 1, § 132T-16-003, filed 4/22/68.]

Reviser's note: Chapter 143, Laws of 1965, first codified as chapter 28.72 RCW was reenacted as chapter 28A.72 RCW by chapter 223, Laws of 1969 ex. sess., and was subsequently repealed by chapter 288, Laws of 1975 1st ex. sess.

WAC 132T-16-006

Request for election—Canvass of certificated employees by independent and neutral person or association.

Any organization of certificated employees of Community College District No. 20 desiring to be recognized as the majority organization representing such employees pursuant to chapter 143, Laws of 1965, RCW 28.72.010 — 28.72.090, shall request in writing of the board of trustees of Community College District No. 20 that an election be held to determine whether a majority of such employees desire to designate it as their representative for the purpose of the act. Upon the receipt of such a request the board of trustees of the Community College District No. 20 will request some independent and neutral person or association to determine whether thirty percent or more of the certificated employees of Community College District No. 20 have indicated that they desire to be represented by that organization for such purposes. The independent and neutral person or association shall make such determination upon the basis of records of dues, paying memberships, signed authorizations to represent, or other reliable and probative evidence.

[Order 1, § 132T-16-006, filed 4/22/68.]

Reviser's note: Chapter 143, Laws of 1965, first codified as chapter 28.72 RCW was reenacted as chapter 28A.72 RCW by chapter 223, Laws of 1969 ex. sess., and was subsequently repealed by chapter 288, Laws of 1975 1st ex. sess.

WAC 132T-16-009

Notice of election—Organizations to be included on ballot—Time for filing.

If the independent and neutral person or association determines that thirty percent or more of the certificated employees of Community College District No. 20 have indicated that they desire to be represented by that organization for such purposes, the board of trustees of Community College District No. 20 will publish a notice that it will hold an election to determine whether the certificated employees of Community College District No. 20 desire the requesting organization or any other organization to represent them for the purposes of chapter 143, Laws of 1965, RCW 28.72.010 — 28.72.090. Any other organization of certificated employees

desiring to be designated as the majority organization representing such employees shall, within seven days after the publication of such notice by the board of trustees of Community College District No. 20, file with the board of trustees a request in writing that its name be included on the ballot in the election to be held. No organization shall be permitted to have its name placed on the ballot used in the election unless such a request has been received within seven days after the publication of the notice that an election will be held.

[Order 1, § 132T-16-009, filed 4/22/68.]

Reviser's note: Chapter 143, Laws of 1965, first codified as chapter 28.72 RCW was reenacted as chapter 28A.72 RCW by chapter 223, Laws of 1969 ex. sess., and was subsequently repealed by chapter 288, Laws of 1975 1st ex. sess.

WAC 132T-16-012

Contents of notice of election—Designation of chief election officer—Duties.

The notice published by the board of trustees of Community College District No. 20, pursuant to WAC 132T-16-030, shall state the date, hours, and polling places for the election. The notice shall also designate a chief election officer of the election and charge him with the duty of preparing the ballots and promulgating instructions concerning the details of the election to be conducted pursuant to these rules.

[Order 1, § 132T-16-012, filed 4/22/68.]

WAC 132T-16-015

List of certificated employees—Posting of list.

In any election conducted pursuant to these rules, lists of certificated employees eligible to vote shall be prepared by the board of trustees listing certificated employees by voting places. Such lists shall be posted at least 24 hours before the election. Such lists shall be for informational purposes and shall not be conclusive as to the right of a certificated employee to vote in the election.

[Order 1, § 132T-16-015, part, filed 4/22/68.]

WAC 132T-16-016

Election inspectors—Duties—Right to challenge voter—Improper conduct.

The election officer shall designate at least one inspector for each polling place to observe the conduct of the election. Any organization whose name shall appear on the ballot in the election shall also be entitled to have one inspector present at each polling place to observe the conduct of the election. Each organization shall also be entitled to have an inspector present at the college district office for the counting of the ballots cast. Such inspectors must refrain from electioneering during the election. They may challenge the eligibility of any person to vote in the election, and, upon such challenge, the ballot of that person shall be treated as provided in these rules. Inspectors shall also report in writing to the chief election officer any conduct which they observe in the course of balloting which they believe may have improperly affected the result of the voting at the polling place at which they serve as observers.

[Order 1, § 132T-16-016, part, filed 4/22/68.]

WAC 132T-16-018

Ballots.

The ballots used in any election held pursuant to this part shall be in the following form:

To select for representation purposes pursuant to chapter 143, Laws of 1965, a majority organization to represent certificated employees of Community College District No. 20.

Vote for one

ORGANIZATION X

ORGANIZATION Y

NO ORGANIZATION

Do not sign your name or put other identifying marks on this ballot.

[Order 1, § 132T-16-018, filed 4/22/68.]

WAC 132T-16-021

Record of vote—Signature—Challenge.

At the time of the election the name of each employee voting shall be recorded by his signature written beside his name on the voting list for the polling place at which he votes. Each certificated employee may cast only one ballot in any election held pursuant to these rules, and the presence of a signature beside the name of an employee desiring to vote shall automatically constitute grounds for challenge to his right to cast a ballot in an election.

[Order 1, § 132T-16-021, filed 4/22/68.]

WAC 132T-16-024

Incorrectly marked ballot.

Any voter who incorrectly marks his ballot may obtain a new ballot by returning the incorrectly marked ballot to the chief election officer's inspector. Such incorrectly marked ballot shall be marked void in the presence of the inspectors of organizations participating in the election before the new ballot is delivered to the voter.

[Order 1, § 132T-16-024, filed 4/22/68.]

WAC 132T-16-027

Privacy for voter—Equipment.

Voters shall be provided with tables or desks so arranged that a voter may mark his ballot without making it possible for other persons to observe the manner in which he has marked it.

[Order 1, § 132T-16-027, filed 4/22/68.]

WAC 132T-16-030

Folding ballot—Ballot box.

Each voter shall fold his ballot so that the manner in which he has marked it cannot be observed and shall then place it in the locked ballot box provided at the designated voting place.

[Order 1, § 132T-16-030, filed 4/22/68.]

WAC 132T-16-033

Challenged ballot—Procedure.

A challenged ballot shall be placed in an envelope bearing no identifying marks. It shall then be placed in another envelope upon which shall be written the name of the employee desiring to cast the ballot, the reasons for which the ballot was challenged, by whom it was challenged and

the polling place at which it was challenged, and the envelope shall be sealed and initialed by the election inspectors.

[Order 1, § 132T-16-033, filed 4/22/68.]

WAC 132T-16-036

Employees present entitled to vote—Sealing ballot box—Unused ballots.

At the time for closing the polls, all employees present and waiting at the polling place shall be entitled to vote. The ballot box shall then be sealed. All unused ballots shall then be counted in the presence of election inspectors.

[Order 1, § 132T-16-036, filed 4/22/68.]

WAC 132T-16-039

Election inspectors duties after voting has terminated.

When all voting has terminated at a polling place, the election inspectors will bring to the chief election officer at the community college district office the following: (1) Signed voting list of eligible certificated employees, (2) all unused ballots, (3) all challenged ballots, and (4) the sealed ballot box containing all ballots cast.

[Order 1, § 132T-16-039, filed 4/22/68.]

WAC 132T-16-042

Disposition of challenged ballots—Tally sheets—Investigation by chief election officer.

The challenged ballots previously placed in separate envelopes shall be placed in a sealed envelope marked "challenged ballots" and sent along with the tally sheet to the chief election officer. The challenged ballots shall not be opened or counted unless the counting of such ballots might affect the results of the election. If the challenged ballots might affect the results of the election, the chief election officer shall conduct an investigation into, or if necessary a formal hearing on, the validity of the challenges made. If he concludes that the challenge was properly made, that ballot shall be excluded from the count. Otherwise, such ballot shall be counted as cast.

[Order 1, § 132T-16-042, filed 4/22/68.]

WAC 132T-16-045

Counting of ballots—Procedure—Certification of results of election—Retention of ballots—Signed voting lists.

When ballot boxes from all voting places have been received by the chief election officer's inspector, he shall open them and thoroughly mix all ballots cast so that it is impossible to identify the polling place from which any particular ballot came. The ballots cast shall be separated into the categories as they have been cast for organizations participating in the election, for no organization, and void ballots which are unintelligible or for an organization not participating in the election. The ballots in these categories shall be counted by the chief election officer with the assistance of such of his election inspectors as shall be necessary in the presence of the inspectors for the organizations participating in the election. After the ballots have been so counted the inspector designated by the organizations to serve at the community college district office shall indicate by his signature upon the tally sheet that he agrees with the count made, or in case of disagreement, he shall write a short statement of his grounds for disagreement with the count. The chief election officer shall certify to the board of trustees the

results of the election within forty-eight hours after the polls have been closed. The used ballots, the unused ballots, the challenged ballots, and the signed voting lists of eligible certificated employees shall be kept by the chief election officer or some person designated by him for one year after the election.

[Order 1, § 132T-16-045, part, filed 4/22/68.]

WAC 132T-16-046

Electioneering within the polls forbidden.

No election signs, banners, or buttons shall be permitted in the room in which the balloting takes place, nor shall any person in that room discuss the advantages or disadvantages of representation by any organization whether on the ballot or otherwise, nor shall any person in that room engage in any other form of electioneering.

[Order 1, § 132T-16-045 (codified as WAC 132T-16-046), part, filed 4/22/68.]

WAC 132T-16-048

Contest of election—Time for filing objections—Investigation of objections.

Any organization, the name of which appears on the ballot, or any certificated employee may within five days after the certification of the results of an election under the provisions of this part, file objections to the conduct of the election with the chief election officer designated by the board of trustees pursuant to WAC 132T-16-012 of this part. The election officer shall investigate such objections and, if necessary, hold formal hearings thereon. He shall report thereon to the board of trustees. If the board of trustees shall conclude that the conduct objected to may have improperly affected the results of the election, it shall order a new election. Otherwise, it shall overrule the objections and the results of the election shall be considered final. Objections to the conduct of the election which are not filed in accordance with the provisions of this section shall be waived and of no effect.

[Order 1, § 132T-16-048, filed 4/22/68.]

WAC 132T-16-051

Persons eligible to vote—Definition "certificated employee."

An employee of Community College District No. 20 will be determined eligible to vote in the election as designated in RCW 28.72.020, (section 2, chapter 143, Laws of 1965). For the purposes of this part, the term "certificated employee" means any person currently employed by Community College District No. 20 and holding a valid Washington state teaching license or certificate regularly issued by the state office of public instruction or state community college board.

[Order 1, § 132T-16-051, filed 4/22/68.]

Reviser's note: Chapter 143, Laws of 1965, first codified as chapter 28.72 RCW was reenacted as chapter 28A.72 RCW by chapter 223, Laws of 1969 ex. sess., and was subsequently repealed by chapter 288, Laws of 1975 1st ex. sess.

WAC 132T-16-054

Election determined by majority of valid votes cast—Run-off election.

An organization of certificated employees which receives a majority of the valid votes cast in an election held in accordance with the rules of this part shall be recognized as representing the certificated employees of Community College District No. 20 pursuant to RCW 28.72.010 —

28.72.090. If more than one organization of certificated employees has participated in an election and a majority of the valid votes cast has not been either for representation by one of the organizations or for no representation, a run-off election shall be held. In such a run-off, only those two choices receiving the highest number of valid votes cast in the initial election shall appear on the ballot.

[Order 1, § 132T-16-054, part, filed 4/22/68.]

Reviser's note: Chapter 143, Laws of 1965, first codified as chapter 28.72 RCW was reenacted as chapter 28A.72 RCW by chapter 223, Laws of 1969 ex. sess., and was subsequently repealed by chapter 288, Laws of 1975 1st ex. sess.

WAC 132T-16-057

Time lapse for new election.

If no organization of certificated employees is selected as representative in an election held pursuant to these rules, another election shall not be held until the lapse of one year from the date of the certification of the results of the earlier election. If an organization of certificated employees is selected as bargaining representative in an election held pursuant to these rules, another election shall not be held until the lapse of one year from the date of the certification of the results of the earlier election.

[Order 1, § 132T-16-054 (codified as WAC 132T-16-057), part, filed 4/22/68.]

<p>Policy Contact: <u>President</u></p> <p>Approved by (Department/Body): <u>WWCC Board of Trustees</u></p> <p>Date Originally Approved: <u>April 22, 1968</u></p> <p>Last Reviewed/Revised on: <u>July 1, 1968</u></p>

**WALLA WALLA COMMUNITY COLLEGE
INTEGRATION OF STATE ENVIRONMENTAL POLICY ACT POLICIES AND
PROCEDURES INTO CAPITAL CONSTRUCTION PROJECTS
BOARD POLICY 1090 - [WAC 132T-32](#)**

WAC 132T-32-010

Capital projects to comply with SEPA—Responsible official.

(1) It shall be the policy of Community College District No. 20 that capital projects proposed and developed by the district shall comply with the provisions of chapter 43.21C RCW, the State Environmental Policy Act (SEPA); chapter 197-10 WAC, guidelines for SEPA implementation; and WAC 131-24-030, SEPA implementation rules of the state board for community college education.

(2) In compliance with WAC 197-10-820, the district president, or an administrative officer designated by the district president, shall be the "responsible official" for carrying out this policy.

[Order 76-6, § 132T-32-010, filed 5/28/76.]

<p>Policy Contact: <u>President</u></p> <p>Approved by (Department/Body): <u>WWCC Board of Trustees</u></p> <p>Date Originally Approved: <u>May 28, 1976</u></p> <p>Last Reviewed/Revised on: _____</p>
