



Agenda

Regular Meeting
Board of Trustees, District No. 20
Walla Walla Community College
500 Tausick Way; Walla Walla, WA
Wednesday, May 18, 2016 – 9:30 a.m.

9:30 a.m.	Call to Order		
	Approval of Minutes	Action	
	Approval of Agenda	Action	
	<i>Mr. Miguel Sanchez, Chair</i>		
9:35 a.m.	Update on Presidential Search	Discuss	
	<i>Mrs. Darcey Fugman-Small</i>		
	• Review of Open Public Meetings Act	Discuss	
	<i>Mr. Bryan Ovens, AAG</i>		
10:00 a.m.	Student Services Report		
	<i>Mr. Jose da Silva</i>		
	• Student Recognition	Discuss	
	• Associated Student Body Activity Reports	Discuss	
	➤ <i>Clarkston: Ms. Ashley Windham</i>		
	➤ <i>Walla Walla: Mr. Ross Lake</i>		
	• Approval of Student Code of Conduct	Action	Tab 1
	<i>Mr. da Silva</i>		
10:35 a.m.	Instruction Report		
	• Update on Health Sciences	Discuss	
	<i>Mrs. Kathy Adamski</i>		
10:55 a.m.	Break		
11:05 a.m.	WWCC Foundation Activities Report	Discuss	
11:15 a.m.	Interim Spring Quarter Enrollment Report	Discuss	Tab 2
	<i>Dr. Nick Velluzzi</i>		
11:30 a.m.	Faculty Recognition	Discuss	
	<i>Dr. Marleen Ramsey</i>		
11:45 a.m.	Commencement Plans	Discuss	Tab 3
	<i>Dr. Ramsey</i>		

11:55 a.m.	April Budget Status Report <i>Mrs. Davina Fogg</i>	Discuss	Tab 4
12:05 p.m.	2016-17 Plan & Budget Update <i>Mrs. Fogg</i>	Discuss	Tab 5
12:25 p.m.	For Information Only: 2016-17 Fee Schedule <i>Mrs. Fogg</i>	Discuss	Tab 6
12:35 p.m.	For Information Only: 2016-17 Tuition Schedule <i>Mrs. Fogg</i>	Discuss	Tab 7
12:45 p.m.	April Capital Budget Report <i>Mrs. Fogg</i>	Discuss	Tab 8
	<ul style="list-style-type: none"> • Proposed Student Legacy Project <i>Mr. da Silva</i> 	Discuss	Tab 9
1:05 p.m.	Personnel <i>Mrs. Sherry Hartford</i>		
	<ul style="list-style-type: none"> • Appointments <ul style="list-style-type: none"> ➤ Maisee D. Lewis, Assistant Director of Financial Aid ➤ Christopher Meliah, Academic Advisor/ Assistant Pre-College Math Coordinator • Resignations/Retirements <ul style="list-style-type: none"> ➤ John Boone, Graphic Design Instructor, WSP ➤ Jeff Popick, Instructor/Vineyardist, Enology and Viticulture Program • Personnel Update 	Discuss	
1:15 p.m.	ACT Conference <i>Trustees</i>	Discuss	
1:25 p.m.	New and Unscheduled Business	Discuss	
	Adjournment		

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

April 20, 2016

The Board of Trustees of Community College District No. 20 met in regular session on April 20, 2016, on the Clarkston Campus of Walla Walla Community College. Mr. Sanchez called the meeting to order at 10:00 a.m.

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

Administrators present: Mr. Jose da Silva, Vice President, Student Services
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. Jerry Anhorn, Dean, Ag Science, Energy & Water Management
Mr. Doug Bayne, Director, Resource Development
Mr. Brent Caulk, Assistant Director, Corrections Education, WSP
Dr. Janet Danley, Director, Clarkston Campus
Mrs. Jessica Gilmore, Dean of Business, Entrepreneurial Programs & Extended Learning
Mr. Shane Loper, Director, Facility Services & Capital Projects
Dr. Richard Middleton-Kaplan, Dean, Arts & Sciences
Dr. Chad Miltenberger, Assistant Director, Clarkston Campus
Mrs. Loretta Taylor, Dean, Corrections Education
Mrs. Melissa Thiessen, Director, Marketing, Media, and Graphics
Dr. Nick Velluzzi, Director, Planning, Research and Assessment
Mrs. Kristi Wellington-Baker, Dean, Student Success

Also present: Ms. Jessica Cook, Development Specialist, Foundation
Mr. Jeff Gonzalez, DES
Mr. Bryan Ovens, Assistant Attorney General (by conference call)
Ms. Jerri Ramsey, Recording Secretary

Approval of Minutes.

Mr. McQuary moved and Dr. Schirman seconded to approve the minutes of the March 16, 2016 Board of Trustees meeting as presented. *Motion carried.*

Approval of Agenda. Dr. Schirman requested the agenda be amended to include an announcement prior to adjournment. Mrs. Fogg requested the addition of an action item under the Capital Budget Report for approval of the transfer of local funds to cover the bid amount for the award of the construction contract for the Clarkston Workforce and Business Development Center.

Dr. Schirman moved and Mrs. Klaveano seconded to approve the agenda for the April 20, 2016 Board of Trustees meeting as amended. *Motion carried.*

Update on Presidential Search. Mrs. Fugman-Small provided the following update on the Presidential Search: Letters requesting nominations went to over 5,500 leaders of higher education; advertisements were placed in multiple higher education publications; the Search Committee received access to the application website and are now reviewing the applications; to-date, 24 applications have been received and April 22 is the last day for applications to be submitted; the Committee will meet April 26 to discuss and select the top ten candidates; reference checks will be done April 26-May 12; off-campus interviews of the finalists will take place May 12 and 13; finalists will visit campus the week of May 23; and the Board of Trustees will meet in early June to make a final decision. Following a discussion, it was agreed the full Board would interview the finalists during their campus visits.

Student Services Report.

Associated Student Body Activity Reports. Ashley Windham, interim Clarkston ASB President, reported the Clarkston ASB had focused on student success by participating in new student orientation, working with the Honor Society for the ACES Resiliency Week, have been planning the quarterly convocation featuring the principal of Grantham Elementary School speaking about ACES, held a student skate, and the Nursing Club had just completed a pig raffle raising \$2,135 for a nursing student scholarship. Ms. Windham also reported, beginning with the 2016-17 academic year, instead of being elected, Clarkston ASB officers will be selected by the current ASB officers following an intensive interview process. Walla Walla ASB President Ross Lake reported 16 students would be attending the Students of Color Conference in Yakima; ASB partnered with Planned Parenthood to sponsor a healthy relationships event; supported the development of a new lactation room; are working with several partners to start a campus-wide book loan program; and the 2016-17 recommended budget would be presented to ASB Senate. Regarding the proposed Rec Center; Mr. Lake reported that at their last meeting, the Walla Walla Student Senate had voted to spend \$30,000 for an architect with the intent of having renderings by the end of May and a campus-wide vote before the end of the Spring Quarter.

For Information Only: Student Code of Conduct. Mr. da Silva presented the proposed Student Code of Conduct policy and noted the significant changes. Mr. Sanchez requested additional language be considered to clarify the coordination and collaboration between the college and law enforcement in the investigation of harassment claims. Mr. da Silva noted the policy would be presented at the next Board meeting for approval.

Instruction Report.

Honors Program Update. Dr. Sara Egbert provided an update on the Clarkston Honors Program, with a mission to encourage exceptional students to explore challenging cross-curricular topics with the guidance of dedicated faculty members. Dr. Egbert highlighted the revamped program, introduced members of the Advisory Committee, and noted examples of activities. Honors Program students reported on why they chose WWCC and their experience with the Honors Program.

WWCC Foundation Activities Report. Mr. Bayne reported the Foundation Board of Governors continue to be dedicated to the needs of students; that out of every \$100,000 available, \$25,000 is committed to the Clarkston Campus; and reported Walla Walla Community College is one of only six community and technical colleges in the state providing \$500,000 or more in support to its college.

Enrollment Reports.

Final Winter Quarter. Dr. Velluzzi reviewed the Final Winter Quarter Enrollment report, noting, compared to the previous year: Net enrollment in state support classes closed at 2,980 FTE, down just over 1%; unduplicated headcount was 4,086; Corrections Education was at 1,160.9 FTE, down 11.2%; total enrollment all funds combined finished at 4,211.2 FTE, down 4.5%, and headcount was down 278 at 5,808.

Interim Spring Quarter. Dr. Velluzzi provided highlights of the Interim Spring Quarter Enrollment report, including: Net enrollment in state support classes at 2,583 FTE, down just over 5%; Corrections Education at 1,010 FTE, down 5%; total enrollment all funding sources was at 3,647 FTE, down just over 5%; and unduplicated headcount was up 107 at 5,026.

Clarkston Enrollment Statistics. Dr. Velluzzi provided demographic and enrollment data for the Clarkston Campus for the 2012-2016 Winter Quarters.

Budget Status Reports.

March Budget Status Report. Mrs. Fogg reviewed the March Budget Status report, including two changes to the Revenue Budget, i.e., a \$9,400 increase to the Opportunity Grant and an \$18,952 increase to Corrections Ed-Indirect. Major changes to the Expenditure Budget reflected the funding of the AHE contract as well as some reallocation of budgets. Actual Revenues were at 77.41% vs. 77.36% the previous year and Actual Expenditures were at 73.59% vs. 73.70% the previous year. Grants and Contracts totaled \$13.287 million with the following changes: Corrections Education increased \$180,384; the addition of two \$4,500 Perkins Special Projects awards (total \$9,000); Workfirst increased \$1,670; Early Achiever Opportunity Grant increased \$20,880; Basic Food Employment and Training increased \$67,156; Project Finish Line increased \$58,742; and SE Washington Economic Development increased \$14,760.

Clarkston Budget Trends. Mrs. Fogg provided a ten-year history of the Clarkston Campus expenditure levels.

2016-17 Plan & Budget Update. Mrs. Fogg reported the Planning and Budget process was continuing and distributed updated Budgeting Facts and Assumptions, a revenue page, and an Operating Budget Reconciliation, highlighted the major changes since the last Board meeting, and explained the State Board's new funding allocation model and its impact on the budget.

Capital Budget Report.

March Capital Budget Report. Mrs. Fogg reviewed the March Capital Budget report, noting there had been no budget changes and the majority of the remaining funds had been committed or were planned to be spent.

Approval of the Transfer of Local Funds to Construct the Clarkston Workforce and Business Development Center. Mrs. Fogg reported five bids had been submitted for the Clarkston Workforce and Business Development Center, with Kenaston Corporation's bid of \$4,117,000 the apparent low bidder. This bid exceeded the architect's estimate of \$3,823,515 by approximately \$293,000, leaving the overall project approximately \$349,000 over budget. Mrs. Fogg reviewed the current funding sources for the project and the current Operating Funds Reserve. Mrs. Fogg recommended, noting President VanAusdie concurred with her recommendation, to transfer up to \$400,000 from General Fund Local (148) to Local Fund Capital (147) for the construction of the Clarkston Workforce and Business Development Center.

Mr. McQuary moved and Mrs. Fugman-Small seconded to approve the transfer of up to \$400,000 from General Fund Local (148) to Local Fund Capital (147) for the construction of the Clarkston Workforce and Business Development Center. *Motion carried.*

Award Construction Contract for Project #2015-088 (G) (2-1), Clarkston Workforce and Business Development Center. Mrs. Fogg reviewed the bids submitted for the Clarkston Workforce and Business Development Center, the recommendation and contract from the State DES/Engineering and Architectural Services, and the authorization from the U.S. Department of Commerce Economic Development Administration to proceed with awarding a contract to Kenaston Corporation. Mrs. Fogg recommended, noting President VanAusdle concurred with the recommendation, to award a contract to Kenaston Corporation of Lewiston, Idaho for the construction of the Clarkston Workforce and Business Development Center.

Mr. McQuary moved and Mrs. Klaveano seconded to approve the awarding of a construction contract for Project #2015-088 (G) (2-1), Clarkston Workforce and Business Development Center, to Kenaston Corporation of Lewiston, Idaho in the amount of \$4,117,000. *Motion carried.*

Personnel.

Resignation/Retirement. Mrs. Hartford reported Carol Bennett, Student Services Clarkston Campus, would be retiring at the end of the academic year.

Personnel Update. Mrs. Hartford reported final interviews for the Assistant Director of Financial Aid were almost finished.

Legislative Update. Loretta Taylor reported Senator Hewitt had succeeded in having language included in the supplemental budget allowing the use of education funds to fund post-secondary education for incarcerated individuals for the next two fiscal years. Mrs. Fogg reported the legislature failed to approve funding in the supplemental budget to include new facility designs therefore delaying the construction of Science and Technology Building major project.

New and Unscheduled Business.

Dr. Schirman announced President VanAusdle had been selected as the CEO of the Year by the Trustees Association which automatically places his application in the national competition.

Mrs. Hartford reported President VanAusdle had been selected for the Key Leadership Award as part of the Public Service Recognition Week and the College's Offender Education Team had been awarded the Extra Mile Team Award for exemplary public service.

Adjournment. The meeting adjourned at 12:50 p.m.

Steven L. VanAusdle, President

ATTEST:

Miguel Sanchez, Chair
Board of Trustees

**Walla Walla Community College**

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Tab 1
Page 1

Memorandum

To: Board Members
Walla Walla Community College Board of Trustees

From: Jose E. da Silva
Vice President of Student Services

Date: May 12, 2016

Subject: Student Code of Conduct Policy

Please accept the attached document as the newly proposed WWCC Student Code of Conduct Policy for your approval. The attached draft has been reviewed by the College's Administrative Council, College Council, Educational Effectiveness Council, Student Senate (at both Walla Walla and Clarkston Campuses), Clarkston faculty and staff, the Assistant Attorney General's Office, and various instructional teams. Below are some of the most significant changes between our current policy and the proposed policy:

- The Student Conduct Process section has been entirely removed from this policy and will be a stand-alone procedural document (newly proposed conduct process has been vetted by the Assistant Attorney General's Office for legal sufficiency purposes and is currently being presented to various faculty, staff, and student groups prior to presidential approval);
- The Due Process section has been entirely removed from this policy and will be included in the Student Conduct Process;
- All sections in our original policy are still in the newly proposed policy, however, they have been expanded upon throughout the various sections in the proposed policy;
- Scope of Policy section has been included to address the extent to which this policy applies (per requirement of the recently approved state-wide model policy);
- Prohibited student conduct has been separated between "Academic Dishonesty" and "Nonacademic Misconduct" as a way to clarify the types of misconduct that can be specifically addressed by faculty and those that should be forwarded to the VPSS (this does not mean that VPSS cannot address allegations of academic dishonesty);
- Overall, the policy has been formatted in a way that can be easily sectioned should a student only violate one section of the policy.

**Walla Walla Community College
Draft - Student Conduct Code**

Section 1. Definitions

Definitions of terms used in this policy shall be as follow:

- **Student Conduct Officer** - A college administrator designated by the College president or vice president of student services to be responsible for implementing and enforcing the student conduct code. The president or vice president of student services is authorized to reassign any and all of the student conduct officer's duties or responsibilities as set forth in this policy as may be reasonably necessary.
- **Conduct Review Officer** - The vice president of student services or other college administrator designated by the president to be responsible for receiving and for reviewing or referring appeals of student disciplinary actions in accordance with the procedures of this code. The president is authorized to reassign any and all of the conduct review officer's duties or responsibilities as set forth in this Chapter as may be reasonably necessary.
- **The President** - The president of the college. The president is authorized to delegate any of his or her responsibilities as set forth in this Chapter as may be reasonably necessary.
- **Disciplinary Action** - The process by which the student conduct officer imposes discipline against a student for an alleged violation of the student conduct code.
 - *For a complete outline of the College's disciplinary process, please see the Student Conduct Process at the following link: (Insert Link)*
- **Respondent** - The student against whom disciplinary action is initiated.
- **Service** - The process by which a document is officially delivered to a party. Unless otherwise provided, service upon a party shall be accomplished by:
 - Personal delivery of the document to the party; or
 - By sending the document by email or delivery by certified mail or first class mail to the party's last known address.
- **Filing** - The process by which a document is officially delivered to a college official responsible for facilitating a disciplinary review. Papers required to be filed shall be deemed filed upon actual receipt during office hours at the office of the specified college official. Unless otherwise provided, filing shall be accomplished by:
 - Personal delivery of the document to the specified college official or college official's designated assistant; or

- By sending the document by email, interoffice mail or first class mail to the specified college official's office or college email address.
- **College Premises** - Shall include all campuses and grounds of the college, wherever located, and includes all land, buildings, facilities, vehicles, equipment, fixtures, and other property owned, used, or controlled by the college.
- **Student** - Includes all persons taking courses at or through the college, whether on a full-time or part-time basis, and whether such courses are credit courses, non-credit courses, on-line courses, correspondence courses, or otherwise. Persons who withdraw after allegedly violating the code, who are not officially enrolled for a particular term but who have a continuing relationship with the college and campus community, or who have been notified of their acceptance for admission, are considered "students."
- **Business Day** - A week-day, excluding weekends and college holidays.
- **College Sponsored Activity** - Any activity, event, function, program, or service on or off College properties that is organized, sponsored, supervised, or directly initiated by the College, including its employees on behalf of the College or registered student organizations.
- **Student Organization** - A student club, society, group, or sports team approved, registered, recognized or going through the process to be recognized through student activities, an academic unit, or other administrative department. The term "student" shall also include student organizations.
- **Sexual Harassment** - Unwelcome conduct of a sexual or gender based nature, including unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, electronic, or physical conduct of a sexual nature or offensive communications about a person's gender that is sufficiently severe and/or pervasive and so objectively offensive as to deny or limit, based on sex or gender, the ability of a student to participate in or benefit from the college's educational program and/or social programs, or that creates an intimidating, hostile, or offensive environment for other campus community members.
- **Sexual Intimidation** - The term "sexual intimidation" incorporates the definition of "sexual harassment" and means threatening or emotionally distressing conduct based on sex or gender, including, but not limited to, nonconsensual recording of sexual activity or the distribution of such recording.
- **Sexual Violence** - A type of sexual discrimination and harassment. Nonconsensual sexual intercourse, nonconsensual sexual contact, domestic violence, dating violence, and stalking are all types of sexual violence.

- **Nonconsensual Sexual Intercourse** - Any sexual intercourse (anal, oral, or vaginal), however slight, with any object, by a person upon another person, that is without consent and/or by force. Sexual intercourse includes anal or vaginal penetration by a penis, tongue, finger, or object, or oral copulation by mouth to genital contact or genital to mouth contact.
- **Nonconsensual Sexual Contact** - Any intentional sexual touching, however slight, with any object, by a person upon another person that is without consent and/or by force. Sexual touching includes any bodily contact with the breasts, groin, mouth, or other bodily orifice of another individual, or any other bodily contact in a sexual manner.
- **Domestic Violence** - Includes asserted violent misdemeanor and felony offenses committed by the victim's current or former spouse, current or former cohabitant, person similarly situated under domestic or family violence law, or anyone else protected under domestic or family violence law.
- **Dating Violence** - Violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such relationship will be gauged by its length, type, and frequency of interaction.
- **Stalking** - Intentional and repeated harassment or following of another person, which places that person in reasonable fear that the perpetrator intends to injure, intimidate, or harass that person. Stalking also includes instances where the perpetrator knows or reasonably should know that the person is frightened, intimidated, or harassed, even if the perpetrator lacks such intent.
- **Consent** - Knowing, voluntary and clear permission by word or action, to engage in mutually agreed upon sexual activity. Each party has the responsibility to make certain that the other has consented before engaging in the activity. For consent to be valid, there must be at the time of the act of sexual intercourse or sexual contact actual words or conduct indicating freely given agreement to have sexual intercourse or sexual contact.
 - A person cannot consent if he or she is unable to understand what is happening or is disoriented, helpless, asleep or unconscious, or otherwise incapacitated for any reason, including due to alcohol or other drugs or mental cognition. An individual who engages in sexual activity when the individual knows, or should know, that the other person is physically or mentally incapacitated has engaged in nonconsensual conduct. Intoxication is not a defense against allegations that an individual has engaged in nonconsensual sexual conduct. A person cannot give consent if they are under the legal age of consent or if they have any form of disability that would prevent them from being able to give consent.

Section 2. Authority

The board of trustees, acting pursuant to RCW 28B.50.140(14), delegates to the President of the College the authority to administer disciplinary action. Administration of the disciplinary procedures is the responsibility of the Vice President of Student Services or designee. The student conduct officer shall serve as the principal investigator and administrator for alleged violations of this code.

Hearing bodies shall be authorized by the Vice President of Student Services or designee to conduct informal and formal disciplinary proceedings. Appellate bodies shall be authorized by the College President or designee to conduct appeal reviews.

In addition to initiating discipline proceedings for violation of the student conduct code, the college may refer any alleged violations of federal, state or local laws to civil and criminal authorities for disposition. The college may proceed with student disciplinary proceedings regardless of whether the underlying conduct is subject to civil or criminal prosecution.

Section 3. Statement of Student Rights

As members of the academic community, students are encouraged to develop the capacity for critical judgment and to engage in an independent search for truth. Freedom to teach and freedom to learn are inseparable facets of academic freedom. The freedom to learn depends upon appropriate opportunities and conditions in the classroom, on the campus, and in the larger community. Students should exercise their freedom with responsibility. The responsibility to secure and to respect general conditions conducive to the freedom to learn is shared by all members of the college community. As a result of this responsibility, students are expected to:

1. Demonstrate courtesy, even when others do not;
2. Behave in a responsible manner, always exercising self-discipline;
3. Attend all classes, regularly and on time;
4. Prepare for each class and take appropriate materials and assignments to class;
5. Obey all classroom rules;
6. Respect the rights and privileges of fellow students, faculty, other College staff, volunteers, and visitors;
7. Respect the property of others, including College property and facilities; and
8. Cooperate with and assist the College staff in maintaining safety, order, and discipline.

The following enumerated rights are guaranteed to each student within the limitations of statutory law and college policy which are deemed necessary to achieve the educational goals of the college:

Academic Freedom

- a) Students are guaranteed the rights of free inquiry, expression, and assembly upon and within college facilities that are generally open and available to the public.

- b) Students are free to pursue appropriate educational objectives from among the college's curricula, programs, and services, subject to the limitations of RCW 28B.50.090(3)(b).
- c) Students shall be protected from academic evaluation which is arbitrary, prejudiced, or capricious, but are responsible for meeting the standards of academic performance established by each of their instructors.
- d) Students have the right to a learning environment which is free from unlawful discrimination, inappropriate and disrespectful conduct, and any and all harassment, including sexual harassment.

Scope of Policy

The student conduct code shall apply to student conduct that occurs on college premises, to conduct that occurs at or in connection with college sponsored activities, or to off-campus conduct that in the judgment of the college adversely affects the college community or the pursuit of its objectives. Jurisdiction extends to, but is not limited to, locations in which students are engaged in official college activities including, but not limited to, foreign or domestic travel, activities funded by the associated students, athletic events, training internships, cooperative and distance education, on-line education, practicums, supervised work experiences or any other college-sanctioned social or club activities. Students are responsible for their conduct from the time of application for admission through the actual receipt of a degree, even though conduct may occur before classes begin or after classes end, as well as during the academic year and during periods between terms of actual enrollment. These standards shall apply to a student's conduct even if the student withdraws from college while a disciplinary matter is pending.

Section 4. Prohibited Student Conduct

The college may impose disciplinary sanctions against a student who commits, attempts to commit, aids, abets, incites, solicits, encourages or assists another person to commit, an act(s) of misconduct, which include, but are not limited to the following:

A. Academic Dishonesty

Any act of academic dishonesty, including but not limited to cheating, plagiarism, fabrication, collusion, academic falsification, intellectual property dishonesty, and academic dishonesty facilitation.

1. *Cheating* includes but is not limited to the following:

- i) Any attempt to give or obtain unauthorized assistance relating to the completion of an academic assignment, including collaboration with another individual relating to the completion of an academic assignment without permission from the assignment administrator.
- ii) Copying from or reviewing another student's examination prior to or during the examination.
- iii) Copying from another student's paper, laboratory report, presentation, computer program, or other assignment.

- iv) Submitting the same paper, report, or other assignment for more than one course without the expressed permission of the faculty member.
- v) Knowingly using, buying, selling, stealing, or soliciting, in whole or in part, the contents of a paper, another assignment, or test, whether it has been administered or not.
- vi) The unauthorized transporting or removal, in whole or in part, of the contents of a test, whether it has been administered or not.
- vii) Substituting for another student, or permitting another student to substitute for one's self, to take a test.
- viii) Bribing another person to obtain a test or information about a test, whether it has been administered or not.

2. Plagiarism:

- i) Taking, reproducing, and/or using as one's own, without proper attribution, the ideas, writings, paraphrases, data, reports, graphic designs, or computer codes of published or unpublished work of another person in completing an academic assignment. Prohibited conduct may also include the unauthorized submission for credit of academic work that has been submitted for credit in another course.

3. Fabrication:

- i) Falsifying data, information, or citations in completing an academic assignment or obligation.
- ii) Providing false or deceptive information to an instructor concerning the completion of an assignment.
- iii) Unauthorized altering of grades on an assignment, examination, laboratory report, quiz, or other academic work and submitting such to a faculty member or College employee.

4. Collusion:

- i) Unauthorized collaboration with another person in preparing written work for fulfillment of course requirements including a presentation, laboratory report, quiz, homework, take-home examination, project, or other work expected to be completed independently without outside assistance.

5. Intellectual Property Dishonesty:

- i) Altering, removing, or defacing College library or educational materials.
- ii) Selling, electronically posting, publishing, or distributing course lecture notes, handouts, recordings, or other materials or information from the faculty member of the course without the expressed permission of the faculty member.
- iii) Removing or intentionally damaging the academic property of a faculty member or another student, including projects, books, papers, notes, laboratory assignments, clinical forms, or electronic hardware or software.

- iv) Obtaining or using the password of a faculty member or another student without authorization of the password owner to access course hardware or software.
- v) Violating the ethical standards of practices in professional programs (i.e., health sciences, nursing, emergency medical assistance, and the like, as outlined in the handbook and/or curricula of the respective program).

6. Academic Dishonesty Falsification is the act of assisting any person in the commission of academic misconduct, includes but is not limited to:

- i) Aiding, abetting, or attempting to commit an academic misconduct violation.
- ii) Allowing another student to copy or use one's answers during an examination or in the completion of an assignment.
- iii) Taking, completing, or attempting to take an examination or complete assignment for another student.
- iv) Listing another student on a group assignment when the student did not contribute in any manner toward completion of the assignment.

7. Other Dishonesty: Any other acts of dishonesty. Such acts include, but are not limited to:

- i) Forgery, alteration, submission of falsified documents or misuse of any college document, record, or instrument of identification;
- ii) Tampering with an election conducted by or for college students; or
- iii) Furnishing false information, or failing to furnish correct information, in response to the request or requirement of a college officer or employee.

B. Nonacademic Misconduct

1. Obstruction or Disruption:

- i) Behavior of a hateful, disorderly, obscene, lewd, abusive, or inciting character such that there is a clear and present danger of creating panic, violent retaliation, or sufficient public disruption so as to threaten the safety of others.
- ii) Willful and malicious behavior that interrupts and disrupts the speaker and/or participants of any lawful assembly or impairs the lawful right of others to participate effectively in such assembly or meeting.
- iii) Behavior that otherwise disrupts, disturbs, impairs, obstructs, or impedes the orderly processes of any instruction, research, administration, disciplinary proceeding, or other college activity, including any activity that is authorized to occur on college property, whether or not actually conducted or sponsored by the college. This includes but is not limited to:
 - (1) Interfering with the business or functions of the College or members of its community, including the role of an employee carrying out the normal or orderly processes and functions of his or her job.
 - (2) Behavior that disrupts, disturbs, impairs, obstructs, or impedes the orderly processes, business, or functions of the classroom, laboratory, clinical site, educational lab, or other academic setting.

- (3) Behavior that impedes or interferes with the role of a faculty member to carry out the normal or orderly processes and functions of his or her job in an educational setting.
- (4) Unauthorized campus demonstrations or participation in a campus demonstration that disrupts the normal operations of the College.
- (5) Engaging in any conduct that College officials reasonably believe will substantially disrupt the College program or incite violence.

2. Alcohol:

- i) The actual possession, use, sale, manufacture, consumption, or being under the influence of alcohol or intoxicating beverages, regardless of age, in classrooms, buildings, laboratories, auditoriums, library buildings, faculty and administrative offices, intercollegiate and intramural athletic facilities, parking lots, or any other College property or premises.
- ii) The actual possession, use, sale, manufacture, consumption, or being under the influence of alcohol or intoxicating beverages, regardless of age, at any College sponsored activity, on or off campus.
- iii) Public intoxication or being under the influence of alcohol or intoxicating beverages, or appearing in a state of intoxication.
- iv) Violation of other College policy while under the influence of alcohol.
- v) Other violations of any College alcohol policies.
- vi) Intent to or the actual possession, use, sale, manufacture and/or consumption of alcohol may only be allowed as part of the requirements of an academic program or with prior approval from the College President or designee.

3. Drugs:

- i) The use, possession, manufacture, delivery, sale, or being observably under the influence of any legend drug, including anabolic steroids, androgens, or human growth hormones as defined in RCW 69.41, or any other controlled substance under RCW 69.50, except as prescribed for a student's use by a licensed practitioner.
- ii) The use or possession of prescription drugs or medications belonging to another person.
- iii) The misuse or abuse of prescription drugs or medications.
- iv) The manufacture, transmission, or sale of an illegal drug, controlled substance, prescription drug or medication, or other prohibited substances described in RCW 69.41.
- v) The use, possession, control, manufacture, transmission, or sale of drug paraphernalia.
- vi) The use, possession, delivery, sale, or being observably under the influence of marijuana or the psychoactive compounds found in marijuana and intended for human consumption, regardless of form.

4. Smoking and Tobacco:

- i) The use, sale or distribution of tobacco, electronic cigarettes, and related products on campus grounds. "Related products" include, but are not limited

to cigarettes, pipes, bidi, clove cigarettes, water pipes, hookahs, chewing tobacco, vapors, other smokeless products, and snuff.

5. Endangerment:

- i) Physical harm to or assaultive behavior toward another person or group.
- ii) Threatening another person where the threat would cause a reasonable person to be concerned or fearful of their safety or the safety of others.
- iii) Behavior involving personal abuse or assault when such behavior creates a clear and present danger of causing assaults or fights.
- iv) Interference with the ability of another person or group to move about in a manner free from harm and considered lawful or reasonable within the College community.
- v) Willful and malicious behavior that interrupts the speaker of any lawful assembly or impairs the lawful right of others to participate effectively in such assembly or meeting when there is reason to believe that such conduct will cause or provoke a disturbance.
- vi) Willful and malicious behavior that obstructs or causes the obstruction of any doorway, hall, or any other passageway in a college campus building to such an extent that the employees, officers, and other persons, including visitors, having business with the college are denied entrance into, exit from, or free passage in such building, office, classroom, or the like.

6. Bullying/ Harassment (non-sexual misconduct):

- i) Behavior, whether verbal, non-verbal, physical, written, or electronic that has the purpose or effect of substantially interfering with a reasonable person's work or educational performance, or creates an intimidating, hostile, offensive, or threatening working or educational environment.
- ii) Stalking is intentional and repeated harassment and/or following of another person, which places that person in reasonable fear that the perpetrator intends to injure, intimidate or harass that person, another person, or the property of the person or another person. Stalking also includes instances where the perpetrator intends to frighten, intimidate, or harass the person, or knows or reasonably should know that the person is frightened, intimidated or harassed, even if the perpetrator lacks such an intent.
- iii) Aiding, abetting, assisting with, attempting, or supporting of, the action of harassment or bullying.
- iv) Bullying is severe or repeated physical or verbal abuse involving a power imbalance between the aggressor and victim.

7. Cyber-Misconduct: Theft or other misuse of computer time or other electronic information resources of the college. Such misuse includes but is not limited to:

- i) Allowing another person to use one's College username and password for any purpose aligned with other violations described in the Student Code of Conduct.

- ii) Attempting to access or circumvent passwords or other security-related information of the college, students, or employees.
- iii) Deliberately uploading or creating computer viruses using or directed at college electronic resources.
- iv) Attempting to alter, destroy, or disable College technology resources, including but not limited to, computers and related equipment, College data, the data of others, or other networks connected to the College's system.
- v) Using the internet, social media, or other electronic communications to threaten College students, employees, or volunteers.
- vi) Use of college resources in sending, posting, or possessing electronic messages or images that are abusive, obscene, sexually oriented, threatening, harassing, or illegal.
- vii) Unauthorized alteration or degradation of college computer equipment, software, network, data or system performance, or using college resources for that purpose.
- viii) Unauthorized copying, duplication, transfer or distribution of computer program, file, message, or other software or data.
- ix) Unauthorized use of College computer resources for commercial purposes or personal, financial, or other gain. This includes, but is not limited to, advertising a product or service on personal web pages, spam, unsolicited electronic communications, fundraising or advertising on behalf of unsanctioned non-college organizations, publicizing of unsanctioned non-college activities, the reselling of College resources to any non-College individuals or organizations, and the unauthorized use of the College's name or logos.
- x) Use of college resources in violation of applicable copyright, trademark, or other applicable intellectual property law.
- xi) Any other violation of policies, rules, or agreements signed by the student regarding the use of technology resources.
- xii) Adding to or otherwise altering the infrastructure of the college's electronic information resources without authorization; or
- xiii) Failure to comply with the college's electronic use policy.

8. Property Misuse:

- i) Intentionally, knowingly, or negligently defacing, damaging or destroying College property or property owned by others, including but not limited to acts of vandalism.
- ii) Gaining access or attempting to gain entry to College facilities or property without authorization.
- iii) Possession, use, or duplication of College keys, access cards, or other material used to gain access to College facilities without authorization.
- iv) Use of College property for activities prohibited by federal, state, local laws, or institutional policy or procedures.

9. Theft:

- i) Removal of property from another person, group or the College without expressed consent or permission.
- ii) Possession or sale of stolen property.
- iii) Aiding, abetting, conspiring, soliciting, inciting of, or attempting to remove property from another person, group or the College without expressed consent or permission.

10. Failure to Comply with Directive:

- i) Failure to comply with the direction of a college officer or employee who is acting in the legitimate performance of his or her duties.
- ii) Failure to properly identify oneself to a college officer or employee who is acting in the legitimate performance of his or her duties when such a request is made.
- iii) Failure to comply with a notice, request, directive, or sanction from a student conduct hearing or appellate body.
- iv) Failure to comply with College rules and procedures for use of College facilities, space, and/or public assembly.

11. Weapons:

- i) Possession of any firearm, dagger, sword, knife or other cutting or stabbing instrument, club, explosive or projectile device, or any other weapon apparently capable of producing bodily harm is prohibited on the college campus unless authorized under the exceptions outlined in this section.
- ii) The following exceptions have been made regarding the permittance of weapons on College campus: subject to the following exceptions:
 - (1) Commissioned law enforcement personnel or legally-authorized military personnel while in performance of their duties.
 - (2) A student with a valid concealed weapons permit may store a firearm covered by the permit in his or her vehicle parked on campus in accordance with RCW 9.41.050 provided the vehicle is locked and the weapon is concealed from view.
 - (3) The president may grant permission to bring a weapon on campus upon a determination that the weapon is reasonably related to a legitimate pedagogical purpose. Such permission shall be in writing and shall be subject to such terms or conditions incorporated in the written permission.
 - (4) This policy does not apply to the possession and/or use of disabling chemical sprays when possessed and/or used for self-defense.

12. Hazing:

- i) Any initiation into a student organization or any pastime or amusement engaged in with respect to such an organization that causes, or is likely to cause, bodily danger or physical harm, or serious mental or emotional harm, to any student, including but not limited to:

- (1) Any type of physical brutality, such as whipping, beating, striking, branding, electronic shocking, placing of a harmful substance on the body, or similar activity.
- (2) Any type of physical activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
- (3) Any activity involving over consumption of a food, liquid, alcoholic beverage, liquor, drug, or other substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
- (4) Any other activity that intimidates or threatens the student with ostracism; subjects the student to extreme mental stress, shame, or humiliation; or adversely affects the mental health or dignity of the student that discourages the student from entering or remaining registered in an educational institution.
- (5) Any activity that induces, causes, or requires the student to perform a duty or task that involves a violation of federal, state, or local laws; rules; or regulations.

13. Conduct Unbecoming:

- i) Discrimination - Discriminatory conduct which harms or adversely affects any member of the college community because of her/his race; color; national origin; sensory, mental or physical disability; use of a service animal; gender; pregnancy; marital status; age; religion; creed; genetic information; sexual orientation; gender identity; veteran's status; or any other legally protected classification
- ii) The breach of any generally recognized and published code of ethics or standards of professional practice that governs the conduct of a particular profession for which the student is taking a course or is pursuing as an educational goal or major.
- iii) Conduct which is lewd or obscene.

14. Sexual Misconduct: The term "sexual misconduct" includes sexual harassment, sexual intimidation, and sexual violence.

- i) Any unwarranted or unwelcome sexual act as defined in this code that occurs against another person or group.
- ii) Any sexual act that occurs against another person or group that is unable to give consent due to, but not limited to, being: under the influence of alcohol, drugs, prescribed medications or other substance; unconscious or incapacitated; underage; or impaired due to mental, developmental, or physical disability.
- iii) Behavior that is lewd, obscene, or indecent, including but not limited to, the display or depiction of sexual organs or acts that would reasonably be offensive to others. This also includes any form of electronic communications.

- iv) Behaviors of a sexual nature that create a hostile, intimidating, or offensive environment for another person or group, including but not limited to unwanted, unwelcome, inappropriate sexual or gender-based behaviors, actions, pictures, photos, or comments. This also includes any form of electronic communications.
- v) Any unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature that occurs when submission to or rejection of such behavior results in adverse educational, co-curricular, or employment action.
- vi) Any violation of Title IX regulations or federal, state, or local laws.

15. Harassment:

- i) Unwelcome and offensive conduct, including verbal, nonverbal, or physical conduct, that is directed at a person because of such person's legally protected status and that is sufficiently serious as to deny or limit, and that does deny or limit, the ability of a reasonable student or any other reasonable individual to participate in or benefit from the college's educational program or that creates an intimidating, hostile, or offensive environment for other campus community members. Protected status includes a person's race; color; national origin; sensory, mental or physical disability; use of a service animal; gender; pregnancy; marital status; age; religion; creed; genetic information; sexual orientation; gender identity; veteran's status; or any other legally protected classification.
- ii) Harassing conduct may include, but is not limited to, physical conduct, verbal, written, social media and electronic.

16. Retaliation:

- i) Retaliation against any individual for reporting, providing information, exercising one's rights or responsibilities, or otherwise being involved in the process of responding to, investigating, or addressing allegations or violations of federal, state, or local law, or college policies, including, but not limited to, student conduct code provisions prohibiting discrimination and harassment.
- ii) Retaliation against a hearing body or appellate body that is of disciplinary proceedings.

17. Fire and Safety:

- i) Any non-accidental conduct that interferes with or otherwise compromises any college policy, equipment, or procedure relating to the safety and security of the campus community.
- ii) Tampering with fire safety equipment and triggering false alarms or other emergency response systems.
- iii) Making false accusations, reporting, or perpetrating hoaxes regarding the safety of the College, students, employees, or visitors.
- iv) Unlawfully removing, damaging, tampering, or using fire safety or emergency equipment.

- v) Failure to evacuate a College facility or building following a fire alarm sound or notification upon learning of the alarm or notification.
- vi) Use or possession of fireworks, incendiary devices, or explosives on College property or premises.

18. Falsification/Fraud/Misrepresentation:

- i) Providing false, fraudulent, or misleading information, documents, or materials to any law enforcement official, hearing, or appellate body, or College employee.
- ii) Reproduction, alteration, forgery, or unauthorized use of another person or group's College documents, keys, codes, electronic access devices, or property.
- iii) Misrepresentation of another person's identity including misuse of another person's identification. This also includes knowingly allowing another person to use one's identification information.
- iv) Acting on or pretending to act on behalf of another person, group, or the College without expressed consent or authorization.
- v) Any other acts of falsification, misrepresentation, fraud, or false testimony.

19. Pets and Animals:

- i) Bringing any animal into any College building or bringing any unleashed animal on College premises, including parking lots and sports fields, except for an authorized service or assistance animal being used pursuant to College policy and federal, state, or local laws, or as explicitly authorized by the College President or designee.

20. Postings/Promotions/Solicitation:

- i) Solicitation (i.e., passing or handing out flyers/promotional material, and the like) on College premises without prior approval from the appropriate College official. This includes, but is not limited to, the disbursement of any forms of promotional or informational material on College premises or objects (e.g., motor vehicles) on such premises.
- ii) Posting of flyers, posters, banners, cards, or any promotional/informational material on College property without prior approval from the appropriate College official, including but not limited to, the exterior and interior of College facilities, buildings, trees, walls, sidewalks, vehicles, windows, stairwells, stairs, display cases, vending machines, doors, classrooms, departmental and unauthorized bulletin boards, railings, elevators, bathrooms, and art/sculptures. All postings must have prior approval from the Student Activities Director and must be at authorized posting locations.
- iii) Use of chalk or powder-like substance on the sidewalks, grass, exterior or interior of any College facility or any public area without prior approval from the appropriate College official.
- iv) Use of "A" signs or free standing signs in public areas, sidewalks, grass, or the exterior of any College building without prior approval from the appropriate College official.

21. Recreational Mobility and Transportation:

- i) Operation or use of skateboards, skates, bicycles, or motorized vehicles inside of any College buildings.
- ii) Operation or use of motorized vehicles on walkways, sidewalks, lawns, or grass without authorization.

22. Shared Responsibility and Guests:

- i) Aiding, abetting, conspiring, soliciting, inciting of, or attempting to commit any violation of the Student Code of Conduct, College policies, or federal, state, or local laws.
- ii) Children shall not be allowed in or at high-risk areas, including but not limited to, laboratories, clinical sites, or construction sites.
- iii) Children shall not be left unattended while the parent or guardian is attending class or conducting any business on College premises.

23. Other Violations:

- i) Violation of any federal, state, or local law, rule, or regulation or other college rules or policies, including college traffic and parking rules.
- ii) Violation of any College policy or written rules governing student behavior, including but not limited to, academic/administrative units, athletic teams, and student organizations.



Walla Walla Community College

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

Tab 2

Page 1

DATE: May 11, 2016

TO: WWCC Board of Trustees

FROM: Dr. Nick Velluzzi

RE: Interim Enrollment Report, Spring Quarter 2016

The primary aspects of the report are:

- Net enrollment in state-support classes is **2,622.5 FTE**, down -124.4 FTE or -4.5% from this time last year. Unduplicated headcount is 3,848.
- Walla Walla daytime enrollment is **1,670.7 FTE**, down -98.2 FTE or -5.6% from last year. Evening enrollment is currently **138 FTE**, down -11.3 FTE or -7.6% from last year.
- Clarkston daytime enrollment is **331.1 FTE**, down -35.8 FTE or -9.8%. Evening is presently **40.4 FTE**, down -6.2 FTE or -13.3% from last winter.
- Distance Education enrollment is **350.9 FTE**, up 49.6 FTE or 16.5% from this time last year.
- Department of Corrections enrollment is **1,155.7 FTE**, down -75.8 FTE or -6.2%. Unduplicated headcount is currently 1,332.
 - **WSP** is reporting **573.2 FTE**, down -113 FTE or -16.5% from this time last year. Unduplicated headcount is 741.
 - **Coyote Ridge** is reporting **582.5 FTE**, up 37.2 FTE or 6.8% from this time last year. Unduplicated headcount is 831.
- **Running Start** is reporting **127.9 FTE**, down -2.8 FTE or -2.1% from this time last year. Unduplicated headcount is 179, down from 209 last winter. **AEP** is reporting **88.3 FTE**, up 10.5 FTE or 13.5% from last year. Unduplicated headcount is 104, an increase of 10 from this point last year.
- Total enrollment is currently **3,823.3 FTE**, which is down -216.5 FTE or -5.3% from this time last year. Unduplicated headcount is 5,420 up 76 from last year.

PRELIMINARY SPRING 2016 ENROLLMENT BOARD REPORT

Spring 2015 to Spring 16

Updated 5/12/16

Tab 2

Page 2

FTE ENROLLMENT		NET		Undupl. Headcount		GROSS	
ADMIN UNIT	DESCRIPTION	5/13/2015	5/11/2016	DIFF	5/13/2015	5/11/2016	DIFF
AC	TRADES	194.6	215.9	21.3			20.2
AD	TRANSITIONAL	200.0	186.0	-14.0			-6.3
AK	ARTS & SCIENCES	747.4	684.8	-62.6			-73.4
AM	HEALTH SCIENCES	135.7	122.7	-13.0			-13.0
AP	BUSINESS, ENT., & HOSP.	281.3	253.0	-28.3			-24.6
AR	AG ENERGY & ENVIRONMENT	190.7	191.3	0.7			2.9
A	TOTAL - WW DAY	1,768.9	1,670.7	-98.2	2,446	2,456	-96.5
BC	TRADES	21.7	25.2	3.4			2.7
BD	TRANSITIONAL	12.9	16.9	4.0			5.1
BH	EXTENDED LEARNING	72.1	42.2	-30.0			-32.4
BK	ARTS & SCIENCES	0.0	1.0	1.0			1.0
BM	HEALTH SCIENCES	37.4	20.3	-17.0			-17.0
BP	BUSINESS, ENT., & HOSP.	5.3	32.5	27.2			28.6
BR	AG ENERGY & ENVIRONMENT	0.0	0.0	0.0			0.0
B	TOTAL - WW EVE	149.3	138.0	-11.3	246	286	-12.0
DC	ALL OTHER	0.0	2.9	2.9			3.2
DJ	HEALTH SCIENCES	262.0	217.8	-44.2			-40.3
DM	AG ENERGY & ENVIRONMENT	105.0	100.1	-4.9			-4.2
DR	ALL OTHER	0.0	10.3	10.3			10.7
D	TOTAL - CLK DAY	367.0	331.1	-35.8	328	254	-30.6
EJ	HEALTH SCIENCES	39.7	37.2	-2.5			0.4
EM	ALL OTHER	7.0	3.3	-3.7			-3.3
E	TOTAL - CLK EVE	46.7	40.4	-6.2	153	145	-2.8
WC	TRADES	0.0	0.0	0.0			0.0
WD	TRANSITIONAL	7.3	8.0	0.7			0.9
WH	EXTENDED LEARNING	250.9	265.0	14.1			21.5
WK	ARTS & SCIENCES	6.1	32.0	25.9			30.3
WM	HEALTH SCIENCES	24.7	28.8	4.0			4.2
WP	BUSINESS, ENT., & HOSP.	0.0	4.3	4.3			4.7
WR	AG ENERGY & ENVIRONMENT	12.2	12.8	0.6			0.6
W	TOTAL - DISTANCE ED	301.2	350.9	49.6	275	384	62.1
OTHER LOCATIONS		113.8	91.4	-22.5	321	323	-22.5
TOTAL STATE SUPPORTED		2,746.9	2,622.5	-124.4	3,769	3,848	-102.3
CE	OFFENDER CHANGE	16.8	7.2	-9.6			-9.6
CF	PROF-TECH	350.4	315.9	-34.5			-34.5
CG	BASIC SKILLS	269.2	228.1	-41.1			-43.2
CQ	ACADEMIC TRANSFER	49.8	22.0	-27.8			-28.7
C	TOTAL - WSP	686.1	573.2	-113.0	948	741	-116.1
RE	OFFENDER CHANGE	12.4	18.5	6.1			6.1
RF	PROF-TECH	190.6	247.1	56.5			56.5
RG	BASIC SKILLS	282.2	269.7	-12.5			-12.5
RQ	ACADEMIC TRANSFER	60.2	47.3	-12.9			-1.6
R	TOTAL - CRCC	545.3	582.5	37.2	779	831	48.5
TOTAL DOC		1,231.5	1,155.7	-75.8	1,727	1,572	-67.6
OTHER CONTRACT		50.4	23.7	-26.7			-23.0
TOTAL CONTRACT FUNDED		1,281.9	1,179.4	-102.5			-90.5
TOTAL SELF SUPPORTED		20.0	30.4	10.4			10.8
TOTAL ALL FUNDS		4,048.8	3,832.3	-216.5	5,496	5,420	-182.0

Running Start, FTES are "billable" FTES	209	179	130.7	127.9	-2.8
Alternative Education Program, FTES are "billable" FTES	94	104	77.9	88.3	10.5



Graduation Weekend Plans

2016 Timelines

<p>Thursday, June 9 High School 21+ and GED Ceremony</p> <p>Contact person: Darlene Snider (509) 527-4265</p>	<p>Graduation (Health Sciences Performing Arts Center)</p> <p>Cake served in the Foyer</p>	<p>7:00 p.m.</p> <p>After the ceremony</p>
<p>Friday, June 10 John Deere Recognition</p> <p>Contact person: Andy Winnett (509) 529-1999</p>	<p>Shop is open at 9:30 a.m.</p> <p>Recognition Program & Awards (Conference Room 185)</p> <p>Dessert (Titus Creek Café)</p>	<p>11:00 a.m.</p> <p>After the ceremony</p>
<p>Friday, June 10 Clarkston Graduation and Pinning</p> <p>Contact person: Janet Danley (509) 758-1703</p>	<p>Depart from WWCC Parking lot</p> <p>Graduation (Clarkston High School Auditorium)</p> <p>Nursing Pinning</p>	<p>1:00 p.m.</p> <p>4:00 p.m.</p> <p>Approximately 5:30 p.m.</p>
<p>Saturday, June 11 Walla Walla Graduation and Pinning</p> <p>Contact person: Marleen Ramsey (509) 527-4289</p>	<p>Meet in Board Room</p> <p>Graduation (Dome)</p> <p>Nursing Pinning (Dome)</p>	<p>12:00 Noon</p> <p>1:00 p.m.</p> <p>4:00 p.m.</p>

WALLA WALLA COMMUNITY COLLEGE - April 2016

	2015-2016 Approved Budget	March Adjusted Budget	April 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	\$14,171,649	\$0	\$10,808,183	76.27%	\$9,944,186	77.27%
Opportunity Grant	461,412	470,812	470,812	0	367,281	78.01%	383,758	83.17%
Worker Retraining	1,945,698	2,073,823	2,073,823	0	1,744,856	84.14%	1,676,860	85.31%
Total State:	\$16,706,909	\$16,716,284	\$16,716,284	\$0	\$12,920,320	77.29%	\$12,004,804	78.48%
Local Funds:								
General:								
Operating Fees	\$8,833,723	\$8,083,073	\$8,083,073	\$0	\$7,976,569	98.68%	\$8,287,643	98.27%
General Local	1,578,900	1,528,900	1,528,900	0	1,496,075	97.85%	1,455,565	98.09%
Alternative Education Program	445,000	445,000	527,000	82,000	363,586	68.99%	306,825	71.35%
Running Start	750,000	750,000	763,000	13,000	526,889	69.05%	494,874	69.21%
Foundation Support	200,000	200,000	200,000	0	150,000	75.00%	105,000	75.00%
Corrections Ed.-Indirect	637,268	658,522	658,522	0	466,575	70.85%	458,820	68.94%
Excess Enrollment from FY15	0	0	0	0	0	0.00%	187,500	83.33%
Carry-Forward & Use of Reserves	348,575	848,575	848,575	0	707,146	83.33%	104,167	83.33%
Total General:	\$12,793,466	\$12,514,070	\$12,609,070	\$95,000	\$11,686,840	92.69%	\$11,400,394	93.31%
Self-Support:								
Community Service	75,000	75,000	75,000	0	108,183	144.24%	78,310	104.41%
Ancillary Programs	200,000	600,000	600,000	0	506,845	84.47%	629,769	78.72%
Total Self Support:	\$275,000	\$675,000	\$675,000	\$0	\$615,028	91.12%	\$708,079	80.92%
Total Local Funds	\$13,068,466	\$13,189,070	\$13,284,070	\$95,000	\$12,301,868	92.61%	\$12,108,473	92.48%
TOTAL REVENUE	\$29,775,375	\$29,905,354	\$30,000,354	\$95,000	\$25,222,188	84.07%	\$24,113,277	84.94%

	2015-2016 Approved Budget	March Adjusted Budget	April 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	\$18,273,378	\$18,216,636	(\$56,742)	\$14,330,246	\$0	\$14,330,246	78.67%	\$13,783,746	79.77%
Benefits	6,091,270	6,049,236	6,070,138	20,902	4,983,461	0	4,983,461	82.10%	4,213,513	81.47%
Rents	170,128	170,228	170,228	0	133,632	23,409	157,041	92.25%	156,650	94.29%
Utilities	835,355	835,355	835,355	0	644,897	0	644,897	77.20%	689,951	83.79%
Goods and Services *	2,457,966	2,493,368	2,626,963	133,595	2,286,336	351,072	2,637,408	100.40%	2,315,562	91.68%
Travel	238,576	297,069	297,069	0	289,524	0	289,524	97.46%	262,439	97.21%
Equipment	292,702	382,807	382,807	0	267,814	58,002	325,816	85.11%	615,083	80.20%
Subsidies/Transfers/Debt Service	1,399,737	1,403,913	1,401,158	(2,755)	1,087,175	0	1,087,175	77.59%	1,097,018	79.13%
Total by Object	\$29,775,375	\$29,905,354	\$30,000,354	\$95,000	\$24,023,085	\$432,483	\$24,455,568	81.52%	\$23,133,962	81.49%
By Program										
Instruction	\$11,782,483	\$12,598,746	\$12,616,445	\$17,699	\$10,185,914	\$96,875	\$10,282,789	81.50%	\$9,649,827	79.97%
Community Service	75,000	75,000	75,000	0	46,133	0	46,133	61.51%	47,295	63.06%
Instructional Computing	386,028	392,644	392,644	0	302,859	42,157	345,016	87.87%	265,066	67.16%
Ancillary Programs	200,000	600,000	600,000	0	583,629	1,302	584,931	97.49%	542,043	67.76%
Academic Administration	2,914,826	3,187,151	3,174,280	(12,871)	2,643,333	2,138	2,645,471	83.34%	2,391,522	82.89%
Library Services	585,109	620,115	621,428	1,313	505,306	12,362	517,668	83.30%	484,540	81.48%
Student Services	3,672,634	3,858,683	3,823,719	(34,964)	3,156,363	3,609	3,159,972	82.64%	3,246,785	83.97%
Institutional Support *	7,224,217	5,531,861	5,658,501	126,640	4,171,727	143,842	4,315,569	76.27%	4,029,987	83.86%
Facility Services	2,935,078	3,041,154	3,038,337	(2,817)	2,427,821	130,198	2,558,019	84.19%	2,476,897	85.36%
Total by Program	\$29,775,375	\$29,905,354	\$30,000,354	\$95,000	\$24,023,085	\$432,483	\$24,455,568	81.52%	\$23,133,962	81.49%

* In the Expenditures to Date columns of these lines is a set aside of \$125,000 to cover the estimated carry-forward needed for the 16-17 fiscal budget.

WALLA WALLA COMMUNITY COLLEGE
Grants and Contracts
April 2016

Tab 4

Page 2

	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	\$0	\$6,404,641	\$5,062,430	\$260,584	\$5,323,014	83.1%	\$1,081,627	\$4,440,807	\$882,207
State Funded									
Carl Perkins Federal Vocational	\$0	\$403,732	\$307,924	\$4,634	\$312,558	77.4%	\$91,174	\$279,917	\$32,641
Perkins-Leadership Block Grant	0	16,000	4,710	0	4,710	29.4%	11,290	3,586	1,124
Perkins-Special Projects	0	9,000	3,257	0	3,257	36.2%	5,743	510	2,747
WSP Perkins-Special Projects	0	35,333	26,505	0	26,505	75.0%	8,828	23,142	3,363
CRCC Perkins-Special Projects	0	21,025	21,025	0	21,025	100.0%	0	15,135	5,890
Workfirst	0	260,399	201,258	0	201,258	77.3%	59,141	141,476	59,782
Water Management Center	0	363,750	261,842	17,205	279,047	76.7%	84,703	181,875	97,172
Dept. of Ecology - Titus Creek Project	0	40,000	20,415	19,585	40,000	100.0%	0	10,000	30,000
State Work Study	0	54,546	38,659	0	38,659	70.9%	15,887	25,000	13,659
Ag Center USDA Grant	0	1,401,728	510,389	336,348	846,737	60.4%	554,991	403,847	442,890
TAACCCT Grant	0	846,056	284,153	0	284,153	33.6%	561,903	260,846	23,307
Early Achiever Opportunity Grant	0	109,680	98,078	0	98,078	89.4%	11,602	53,091	44,987
Department of Early Learning - ECEAP	(54,960)	164,970	38,567	41,245	79,812	48.4%	85,158	0	79,812
I-DEA Grant	0	29,882	23,567	2,620	26,187	87.6%	3,695	17,566	8,621
Adult Basic Education	0	113,971	92,516	0	92,516	81.2%	21,455	85,373	7,143
EI Civics	0	23,328	19,346	0	19,346	82.9%	3,982	16,273	3,073
Basic Food Employment & Training	0	370,537	190,649	0	190,649	51.5%	179,888	211,865	(21,216)
Central Washington University	0	15,000	9,162	0	9,162	61.1%	5,838	15,000	(5,838)
WIOA Transitional Studies	0	17,814	9,007	0	9,007	50.6%	8,807	483	8,524
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	3,202	0	3,202	57.6%	2,361	287	2,915
Miscellaneous SBCTC Grants	0	1,000	1,000	0	1,000	100.0%	0	1,000	0
Total State Funded	(\$54,960)	\$4,307,214	\$2,169,105	\$421,637	\$2,590,742		\$1,716,472	\$1,750,146	\$840,596
Federal Funded									
Student Support Services (SSS) FY 15-20	\$11,965	\$410,805	\$260,718	\$0	\$260,718	63.5%	\$150,087	\$230,444	\$30,274
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	91,824	0	91,824	90.1%	10,096	82,737	9,087
Total Federal Funded	\$11,965	\$870,942	\$668,805	\$0	\$668,805		\$202,137	\$629,444	\$39,361
Private Funded									
Customized Contract Training	\$0	\$50,000	\$12,037	\$0	\$12,037	24.1%	\$37,963	\$8,213	\$3,824
EMS Trauma Training	0	7,000	5,066	0	5,066	72.4%	1,934	3,568	1,498
Parent Co-op	0	80,000	36,739	0	36,739	45.9%	43,261	35,147	1,592
Child Care Aware	0	182,229	84,192	98	84,290	46.3%	97,939	62,680	21,610
Corrections Ed AA Degree - Sunshine Lady	0	248,562	167,244	5,673	172,917	69.6%	75,645	93,562	79,355
Corrections Ed AA Degree - Seattle Foundation	20,000	54,623	34,623	0	34,623	63.4%	20,000	34,623	0
Working Families Support Network	0	87,551	52,251	0	52,251	59.7%	35,300	87,551	(35,300)
Project Finish Line	0	64,934	34,733	0	34,733	53.5%	30,201	64,934	(30,201)
ESD 123 Consulting & Home Services	0	60,770	12,465	0	12,465	20.5%	48,305	21,245	(8,780)
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	10,476	0	10,476	71.0%	4,284	7,380	3,096
Avista	0	47,905	26,450	0	26,450	55.2%	21,455	47,905	(21,455)
Total Private Funded	\$20,000	\$903,334	\$481,276	\$5,771	\$487,047		\$416,287	\$471,808	\$15,239
Fiscal Agent Contracts									
Community Network	\$0	\$81,122	\$41,608	\$0	\$41,608	51.3%	\$39,514	\$53,787	(\$12,179)
Early Learning Coalition (ELC)	0	53,957	47,627	0	47,627	88.3%	6,330	30,884	16,743
Snake River Salmon Recovery Board (SRSRB)	0	398,588	296,553	42,559	339,112	85.1%	59,476	236,759	102,353
Bonneville Power Administration (SRSRB)	0	244,751	184,387	31,999	216,386	88.4%	28,365	96,925	119,461
Total Fiscal Agent Contracts	\$0	\$778,418	\$570,175	\$74,558	\$644,733		\$133,685	\$418,355	\$226,378
TOTAL	(\$22,995)	\$13,264,549	\$8,951,791	\$762,550	\$9,714,341	73.2%	\$3,550,208	\$7,710,560	\$2,003,781



Walla Walla Community College

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Tab 5

DATE: May 10, 2016

TO: Board of Trustees

FROM: Davina Fogg
Vice President of Financial and Administrative Services

RE: 2016-2017 Planning & Budget Update

The Planning and Budget process is well underway and significant progress has been made towards compiling a balanced budget. The State Board for Community and Technical Colleges (SBCTC) adopted the new Allocation Model at their May 5, 2016 Board Meeting. This action has allowed SBCTC staff to start releasing some of the financial data needed for WWCC to be able to finalize projected revenues for the 2016-2017 budget.

Two days ago, WWCC received yet another draft of the 2016-2017 Initial Allocation that included a few more changes. There wasn't enough time to make those changes to the Estimated Revenues page and the Budgeting Facts and Assumptions page before the board packet mail-out. The latest changes to the allocation numbers weren't material in nature and new copies of those pages will be shared at the board meeting with an update on what is new and different.

At the May board meeting, we will share the current status of where we are on balancing the budget as well as discuss some of the possible changes that may be incorporated into the final draft. We plan to present the proposed 2016-17 Annual Plan and Operating Budget to the Board of Trustees for discussion and approval at the June 29th meeting.



Walla Walla Community College

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Tab 6

Page 1

DATE: May 13, 2016
TO: Board of Trustees
FROM: Davina Fogg
Vice President of Financial and Administrative Services
RE: 2016-2017 Draft Student Fee Schedule

Included with this memo is the Student Fee Schedule that covers all board approved fees for 2016-2017.

At this time, there are no new fees proposed in the schedule and there are no changes proposed to the rates of any current fees.

At the May board meeting there will be a first review and discussion of this fee schedule. The Annual Plan and Operating Budget is still under construction at this time which could have an impact on some of these fees. Any proposed changes beyond what is shown here will be presented and discussed at the board meeting.

STUDENT FEE SCHEDULE - DRAFT PROPOSAL

2016-2017

Tab 6

Page 2

Board Approved Fees		Basis for Calculation	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		Fee Description	of Fee						
Registration Fee (after tuition due date)	4D	Charge that becomes due if the student either registers or pays after a certain 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	\$ 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 \$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	\$ 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	\$ 6,754	\$ 7,313	\$ 6,776	\$ 5,469	\$ 4,421	\$ 7.50	\$ 7.50
Transcript Fee-Regular/On Demand	F4,AQ	Fee for cost of providing an official transcript, either regular process or on demand	\$ 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	\$ 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	\$ 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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 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	New Fee in FY 2014-2015		\$ 3,675	\$ 2,100	\$ 2,100	\$ 25.00	\$ 25.00
Credit for Prior Learning/Certification	XY	Giving college credit for prior learning/certification	\$ -	\$ 30	\$ -	\$ -	\$ 500	\$ 10.00	\$ 10.00
Fully Online Course Fee	WT	eLearning fee code, on-line tech fee	\$ 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	\$ 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	\$ 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	\$ 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	\$ 9,690	\$ 8,250	\$ 8,250	\$ 7,850	\$ 4,110	\$ 150.00	\$ 150.00
Nursing Application Fee	RN	Fee required to apply for acceptance to the nursing 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	\$ 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	\$ 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	\$ 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	\$ 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		



Walla Walla Community College

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Tab 7

Page 1

DATE: May 13, 2016

TO: Board of Trustees

FROM: Davina Fogg
Vice President of Financial and Administrative Services

RE: Draft of Proposed 2016-2017 Tuition Schedule

Included with this memo is the proposed Tuition Schedule for 2016-2017 along with a one-page sheet summarizing tuition rates as approved by the State Board for Community and Technical Colleges (SBCTC). On May 5, 2016 SBCTC adopted the 2016-17 tuition schedule based on the Legislature's supplemental budget. At this time, the only change to the schedule before you is the mandated 1.49 percent inflationary increase in the Building Fee.

In this current draft, tuition and fees for a full-time resident student will be \$1,402.90 quarterly and \$4,208.70 annually after adding in student-voted fees and the comprehensive fee. The change in Building Fees results in a \$1.90 increase per quarter and \$5.70 increase annually for a full-time resident student.

At the May board meeting there will be a first review and discussion of this tuition schedule reflecting SBCTC's approved rates (green columns), the current rates for student-voted fees (yellow columns) and the College's current rate for the Comprehensive Fee (first pink column). The Annual Plan and Operating Budget is still under construction at this time which could have an impact on some of these fees. Any proposed changes beyond what is shown here will be presented and discussed at the board meeting.

2016-2017 Tuition Schedule - Draft Proposal (as of 5/13/16)

Tab 7

Page 2

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
		Fac. Use	Tech	Comprehensive	
1	\$102.91	\$4.00	\$3.00	\$4.90	\$114.81
2	\$205.82	\$8.00	\$6.00	\$9.80	\$229.62
3	\$308.73	\$12.00	\$9.00	\$14.70	\$344.43
4	\$411.64	\$16.00	\$12.00	\$19.60	\$459.24
5	\$514.55	\$20.00	\$15.00	\$24.50	\$574.05
6	\$617.46	\$24.00	\$18.00	\$29.40	\$688.86
7	\$720.37	\$28.00	\$21.00	\$34.30	\$803.67
8	\$823.28	\$32.00	\$24.00	\$39.20	\$918.48
9	\$926.19	\$36.00	\$27.00	\$44.10	\$1,033.29
10	\$1,029.10	\$40.00	\$30.00	\$49.00	\$1,148.10
11	\$1,080.06	\$40.00	\$30.00	\$49.00	\$1,199.06
12	\$1,131.02	\$40.00	\$30.00	\$49.00	\$1,250.02
13	\$1,181.98	\$40.00	\$30.00	\$49.00	\$1,300.98
14	\$1,232.94	\$40.00	\$30.00	\$49.00	\$1,351.94
15	\$1,283.90	\$40.00	\$30.00	\$49.00	\$1,402.90
16	\$1,334.86	\$40.00	\$30.00	\$49.00	\$1,453.86
17	\$1,385.82	\$40.00	\$30.00	\$49.00	\$1,504.82
18	\$1,436.78	\$40.00	\$30.00	\$49.00	\$1,555.78
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.

B US Citizen Not WA Resident	C INTER- NATIONAL	D Resident Stu. HSC	E PARENT ED	F EMT, FA, Quest w/ FUF & Comp.
\$132.52	\$291.52	\$27.90	\$16.00	\$49.90
\$265.04	\$583.04	\$55.80	\$32.00	\$99.80
\$397.56	\$874.56	\$83.70	\$48.00	\$149.70
\$530.08	\$1,166.08	\$111.60	\$64.00	\$199.60
\$662.60	\$1,457.60	\$139.50	\$80.00	\$249.50
\$795.12	\$1,749.12	\$167.40	\$96.00	\$299.40
\$927.64	\$2,040.64	\$195.30	\$112.00	\$349.30
\$1,060.16	\$2,332.16	\$223.20	\$128.00	\$399.20
\$1,192.68	\$2,623.68	\$251.10	\$144.00	\$449.10
\$1,325.20	\$2,915.20	\$279.00	\$160.00	\$499.00
\$1,679.03	\$2,973.35	\$295.00	\$176.00	\$540.00
\$1,732.86	\$3,031.50	\$311.00	\$192.00	\$581.00
\$1,786.69	\$3,089.65	\$327.00	\$208.00	\$622.00
\$1,840.52	\$3,147.80	\$343.00	\$224.00	\$663.00
\$1,894.35	\$3,205.95	\$359.00	\$240.00	\$704.00
\$1,948.18	\$3,264.10	\$375.00	\$256.00	\$745.00
\$2,002.01	\$3,322.25	\$391.00	\$272.00	\$786.00
\$2,055.84	\$3,380.40	\$407.00	\$288.00	\$827.00
\$96.32	\$269.04	\$25.00	\$16.00	\$41.00

Walla Walla Community College Board of Trustees

WASHINGTON STATE COMMUNITY and TECHNICAL COLLEGE TUITION AND FEE RATES

Lower Division Tuition

		<u>2015-16</u>		<u>2016-17</u>	
		<u>RESIDENTS</u>	<u>NONRESIDENTS</u>	<u>RESIDENTS</u>	<u>NONRESIDENTS</u>
		<i>Assumes 15 Credits per Quarter</i>		<i>Assumes 15 Credits per Quarter</i>	
ANNUAL	Operating Fee	\$3,056.25	\$8,051.85	\$3,056.25	\$8,051.85
	Building Fee	\$380.10	\$787.50	\$385.80	\$799.35
	Maximum S & A Fee	<u>\$409.65</u>	<u>\$409.65</u>	<u>\$409.65</u>	<u>\$409.65</u>
	Tuition and Fees	\$3,846.00	\$9,249.00	\$3,851.70	\$9,260.85
QUARTERLY	Operating Fee	\$1,018.75	\$2,683.95	\$1,018.75	\$2,683.95
	Building Fee	\$126.70	\$262.50	\$128.60	\$266.45
	Maximum S & A Fee	<u>\$136.55</u>	<u>\$136.55</u>	<u>\$136.55</u>	<u>\$136.55</u>
	Tuition and Fees	\$1,282.00	\$3,083.00	\$1,283.90	\$3,086.95
		<i>1-10 Credits</i>		<i>1-10 Credits</i>	
PER CREDIT	Operating Fee	\$81.40	\$244.68	\$81.40	\$244.68
	Building Fee	\$10.77	\$24.00	\$10.93	\$24.36
	Maximum S & A Fee	<u>\$10.58</u>	<u>\$10.58</u>	<u>\$10.58</u>	<u>\$10.58</u>
	Tuition and Fees	\$102.75	\$279.26	\$102.91	\$279.62
		<i>Average Incremental Increase for Each Credit between 11 and 18</i>		<i>Average Incremental Increase for Each Credit between 11 and 18</i>	
PER CREDIT	Operating Fee	\$40.95	\$47.43	\$40.95	\$47.43
	Building Fee	\$3.80	\$4.50	\$3.86	\$4.57
	Maximum S & A Fee	<u>\$6.15</u>	<u>\$6.15</u>	<u>\$6.15</u>	<u>\$6.15</u>
	Tuition and Fees	\$50.90	\$58.08	\$50.96	\$58.15
		<i>19+ Credits</i>		<i>19+ Credits</i>	
EXCESS CREDIT SURCHARGE	Operating Fee Only	\$92.17	\$268.68	\$92.33	\$269.04

UNGRADED COURSES - per credit fees - Operating Fees deposited to Fund 149

<u>2015-16</u>			<u>2016-17</u>		
	<u>Comments</u>	<u>Per Credit Fee</u>		<u>Comments</u>	<u>Per Credit Fee</u>
Apprenticeship	50% waiver	\$51.00	Apprenticeship	50% waiver	\$51.00
(Clock hour equivalent)		\$3.36	(Clock hour equivalent)		\$3.36
ABE, ESL, GED	Colleges may waive the \$25 charge for students who are unable to pay	\$25 per student per quarter	ABE, ESL, GED	Colleges may waive the \$25 charge for students who are unable to pay	\$25 per student per quarter
Competency Based Programs	Method for establishing tuition governed by WAC 131-28-025, subsection (2), amended by State Board Resolution 14-09-60 (Sept. 10, 2014)	Program length (in months) divided by three and multiplied by quarterly tuition and fees at 15 credit hours (above)	Competency Based Programs	Method for establishing tuition governed by WAC 131-28-025, subsection (2), amended by State Board Resolution 14-09-60 (Sept. 10, 2014)	Program length (in months) divided by three and multiplied by quarterly tuition and fees at 15 credit hours (above)
OTHER WAIVERS					
Athletic Waiver	Waives operating fee only	\$320.50/quarter maximum	Athletic Waiver	Waives operating fee only	\$320.98/quarter maximum

Colleges are authorized to charge tuition to Running Start students when the student's choice of credit load exceeds the level that will be reimbursed by the school district.



Walla Walla Community College

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Tab 8

May 13, 2016

From: Davina Fogg
Vice President of Financial and Administrative Services
Re: 2015-2016 Capital Budget Status Report - April 2016

Type	Code	Project Classification & Title	Budget	Encumbrances	Expenditures	Balance
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2015-2017 Appropriations

S	4Z7A	2015-17 Repairs and Minor Improvements	\$ 472,800	\$ 222,673	\$ 85,717	\$ 164,409
S	4Z7C	2015-17 FR - Reglaze/Replace Windows	\$ 44,000	\$ 25,234	\$ 18,766	\$ -
S	4Z7D	2015-17 FR - Replace/Repair Doors	\$ 65,000	\$ -	\$ 65,000	\$ -
S	4Z7P	2015-17 FR - HVAC Main Building	\$ 540,000	\$ 37,475	\$ 49	\$ 502,476
S	4Z7H	2015-17 FR - Replace Tech Center Generators	\$ 87,000	\$ 34,331	\$ 3,500	\$ 49,169
S	4Z7K	2015-17 SR - Sidewalk Replacement	\$ 29,000	\$ -	\$ 29,000	\$ -
S	4Z7L	2015-17 SR - Water Line Replacement	\$ 72,000	\$ 10,287	\$ 19,051	\$ 42,662
S	4Z7M	2015-17 SR - Repair Wooden Bridges	\$ 65,000	\$ 31,963	\$ 4,626	\$ 28,410
		TOTAL	\$ 1,374,800	\$ 361,963	\$ 225,710	\$ 787,128

2013-2015 Appropriations

S	4Z5A	2013-15 Repairs and Minor Improvements	\$ 31,669	\$ -	\$ 31,669	\$ -
S	4Z5C	2013-15 FR - Diesel/Oil Water Separator	\$ 141	\$ -	\$ 141	\$ -
S	4Z5I	2013-15 FR - Clarkston Heat Pumps	\$ 19,892	\$ -	\$ 19,892	\$ -
S	4Z5K	2013-15 MW - WW Campus Business Office	\$ 2,597	\$ -	\$ 2,597	\$ -
S	4Z5U	2013-15 RR - Main Bldg. Roof, Section 2	\$ 14,369	\$ -	\$ 14,369	\$ -
		TOTAL	\$ 68,668	\$ -	\$ 68,668	\$ -

Clarkston Workforce and Business Development Center

L/G/C	4Z72+	EDA Grant, Foundation, COP and Local Reserves	\$ 5,099,398	\$ 4,064,104	\$ 412,338	\$ 622,956
S	4Z7N	2015-17 Minor Works appropriation	\$ 760,000	\$ 760,000	\$ -	\$ -
VC	SO CF	Clarkston's Student Voted Fees pledged	\$ 300,000	\$ 300,000	\$ -	\$ -
		TOTAL	\$ 6,159,398	\$ 5,124,104	\$ 412,338	\$ 622,956

Local Funds, Grants, Other Projects

VW	SOWF	Feasibility Study - ASB Legacy Project (WW)	\$ 30,000	\$ 21,490	\$ -	\$ 8,510
		TOTAL	\$ 30,000	\$ 21,490	\$ -	\$ 8,510

		TOTAL ALL FUNDS	\$ 7,632,866	\$ 5,507,557	\$ 706,715	\$ 1,418,594
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Percent Uncommitted 18.6%

Fund Types:

S - State Appropriations L - Local G - Grant C - Certificate of Participation
VW - Voted Facility Fee-Walla Walla VC - Voted Facility Fee-Clarkston

Project Classifications:

FR - Facility Repair SR - Site Repair RR - Roof Repair MW - Minor Works

**Associate Student Body
Legacy Project Proposal
May 13, 2016**

Historical Perspective

In 2006, Walla Walla Community College students voted and approved a new building fee to be used for legacy projects agreed upon by the students with guidance from the college. The first legacy project was to construct the Walla Walla Campus' Student Activity Center, which was completed in 2013. Since the completion of the first legacy project, this building fee account has been accumulating funds and currently sits at approximately \$675,000 of fund balance. Based on the current building fee rates, an average of \$225,000 is being collected per year. As of the Fall 2015 Quarter, the Walla Walla ASB students have been conceptualizing what they would like their next legacy project to be, and have briefly discussed the concept of a Student Recreational Center at previous Board meetings.

Newly Proposed Legacy Project

During the Winter 2016 Quarter, the Walla Walla ASB students decided to entertain the concept of a recreational center as their next legacy project. Since then, the following has occurred:

- Winter of 2016 – ASB Leadership Team researched Recreation Centers at other institutions in the Northwest (Whitman, North Idaho, Wenatchee, Green River, Whitworth, Spokane, Columbia Basin, SW Oregon, Pierce, Boise State, Central Washington), visited several sites, and formulated a plan.
- Board of Trustees were briefly introduced and kept abreast about the Recreation Center concept at every subsequent Board meeting by our students.
- Several visits have occurred with the Clarkston ASB Student Senate to discuss possible student-funded legacy projects on their campus and concepts about a Student Activities Center or renovating their Fitness Center were shared with extreme enthusiasm for the projects.
- A presentation was made to the WW Campus Student Senate., where each club was given a summary proposal and asked to discuss this concept with its members. Each of the 28 clubs has a Faculty Advisor that were also given an opportunity to provide feedback. Since then, continued progress reports have been given to the ASB and continued support for the project has remained present.
- On April 7, 2016, the Walla Walla ASB Student Senate voted and approved to spend up to \$30,000 to hire an architectural firm to conduct a feasibility study for the proposed Recreational Center.
- The Recreation Center proposal has been introduced to College Council and the Educational Effectiveness Council.
- On May 10, 2016, Jose da Silva met with the Executive Director of the Walla Walla YMCA to discuss the proposed legacy project where the YMCA not only shared their full support for the project, but also offered to assist in whichever way possible.

Students are wishing to vote to assess a fee upon themselves in order to proceed with these legacy projects during the first week of June. At this time, an awareness campaign regarding the proposed legacy projects are ready to be launched. Yard signs will be placed throughout both campuses, mass email communication will be shared with faculty, staff, and students relating information about the legacy projects, a web-link with all of the project information will be created and shared with the college community, and student feedback will be obtained electronically prior to students voting on the projects.

Should the student votes be approved, college staff will continue to work with students on the proposed legacy projects. As a note of clarity, the students would simply be voting to increase the current building fee in order to be able to move forward with these concepts. All specifics related to these projects will be determined through the college's standard capital planning processes and procedures including various approvals by the Board of Trustees at a later date.