

MINUTES  
BOARD OF TRUSTEES  
WENATCHEE VALLEY COLLEGE  
DISTRICT NO. 15  
WENATCHEE, WASHINGTON  
November 21, 2018

10:00 a.m. – Board of Trustees Work Session .....	Room 5015A, Van Tassell
3:00 p.m. – Board of Trustees Meeting .....	Room 2310, Wenatchi Hall

Trustees present

Phyllis Gleasman, Chair  
Tamra Jackson, Vice Chair  
Phil Rasmussen

*The board work session was opened by Chair Phyllis Gleasman at 10:00 a.m. Major agenda items included a post tenure report, discussion with AHE President, report on ACCT and ACT conferences, student recreation center report, sabbatical requests, revised Procedure 1600.111 Financial Reserves, revised Policy 600.111 Financial Reserves, revised Procedure 1600.680 Time and Effort Reporting and a report from the MESA program. Executive session was held to discuss personnel issues.*

The regular board meeting was opened by Chair Phyllis Gleasman at 3:00 p.m. Also in attendance were Assistant Attorney General Dale Lehrman, students, classified staff, and administrators.

**APPROVAL OF MINUTES**

**1. October 17, 2018, Board Meeting Minutes**

**MOTION NO. 2281**

**Tamra Jackson moved that the minutes of the October 17, 2018, board of trustees meeting be approved. The motion was seconded by Phil Rasmussen and carried unanimously.**

**CELEBRATING SUCCESS**

**2. CAMP 10-Year Anniversary**

CAMP is a federally funded program designed to help students from migrant/seasonal farm working backgrounds during their first year of college. The program launched at WVC in 2009 and offers academic assistance, advising, and career planning. CAMP also specializes in transfer assistance in the form of college visits, mentorship and more. Each year, over 70 percent of graduating CAMP students transfer to a university. CAMP serves about 60 students per year, and has served a total of 553 students since its launch.

**3. WVC Videos**

Two videos were recently completed to promote WVC. The first, a comprehensive athletics video, was launched in the summer and promotes all seven athletic teams. Women's basketball coach, **Rachel Goetz**, led and coordinated the project. The second, a video aimed at increasing retention among Latino students, was launched in late October. CAMP director **Yurtizi Lozano**, TRIO director **Pamela Alvarado**, and former completion coach **Rigo Garcia** were instrumental in the development of the project. Both videos are accessible on the web, Facebook, and WVC YouTube channel, and will be shown in Wenatchee area theaters throughout the academic year.

**INTRODUCTION OF NEW EMPLOYEES**

**4. Introduction of New Employees: Reagan Bellamy, Executive Director of Human Resources**

The following new employees were introduced: Ellora La Shier, Sean La Shier, Ashley Billingsley, Kristen Hughes, Aimee Pope, and Danny Zavala.

**SPECIAL REPORTS**

**5. Luz Estrada, ASWVC Wenatchee President**

Luz Estrada reported that four new clubs have been approved: Showman’s Guild, Sounds of Silence, Culture Club, and Natural Resources.

**6. Adrian Carrillo, ASWVC Omak President**

Adrian highlighted senate activities and added that the senate purchased a four-wheeler for the maintenance department to assist with snow removal.

**7. Patrick Tracy, AHE President**

Patrick Tracy met with the board of trustees during the board work session for open discussion.

**8. Mike Nelson, WPEA Chief Shop Steward**

A written report from Mike Nelson was included in the board information packet.

**STAFF REPORTS**

**9. Brett Riley, Vice President of Administrative Services**

Brett Riley reported that the college is working with the county commissioners on a partnership that would include the county emergency operations center for Chelan County in the new Wells Hall building.

**10. Quarterly Financial Report: Brett Riley, Vice President of Administrative Services**

Brett Riley reported that there is continued growth in the fund balance.

**11. Tod Treat, Interim Vice President of Instruction**

Tod Treat praised the great work Bridgeport School District is doing with CTE dual credit. He also praised the WVC Running Start staff.

**12. Chio Flores, Vice President of Student Services**

Chio praised her student services team and their hard work during fall quarter.

**13. Jim Richardson, President**

President Richardson reported that two audits will be completed in the next four months. Recruitment will begin for a new fiscal analyst 2.

**ACTION**

**14. Revised Policy 600.111 Financial Reserves: Brett Riley, Vice President of Administrative Services**

Revised Policy 600.111 better addresses the board fiduciary responsibilities by ensuring the district maintains adequate fund balances and reserve levels while providing management discretion required to handle day-to-day operation of the district.

**MOTION NO. 2282**

**Phil Rasmussen moved that the board approve the proposed revision to Policy 600.111 Financial Reserve with a compliance date of September 1, 2021, subject to annual review. The motion was seconded by Tamra Jackson and carried unanimously.**

*(Revised Policy 600.111 Financial Reserves attached as Exhibit A)*

3:25 p.m. Meeting adjourned

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Secretary

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Chair