



WVMCCD FOUNDATION BOARD MEETING

Monday, October 20, 2025

12:00 – 1:30 PM

UNAPPROVED MEETING MINUTES

Board Present: Seher Awan, Keith Balch, Alison Carpenter Davis, Bill Cooper, Jackie Costanzo, Bradley Davis, John Drexler, David Fishbaugh, Yvonne Inciarte, Bill McFarland, Chantal Naugle, Fang Pei, Jennifer Taylor-Mendoza

Board Absent: None

Staff: Melissa Johns, Nicole Aguinaldo, Joanne Cao, Justin Tran

I. Call to Order: President Bill Cooper

- *Bill Cooper called the meeting to order at 12:03PM*

II. Roll Call: Justin Tran

III. Introductions: President Bill Cooper

IV. Review of WVMCCD Foundation Board Minutes: July 28, 2025

Action Item: Approval of Minutes, Bill Cooper

- *Bill McFarland moved to approve the minutes of the July 28, 2025 Foundation Board Meeting. Jackie Costanzo seconded the motion. **Motion passed by unanimous decision.***

V. Finance Committee Report: Treasurer Bill McFarland

1. Review of Foundation Financials, Q1 (Unaudited), July – September 2025

- Treasurer Bill McFarland presented the Finance Committee report, including a review of the Foundation's unaudited Q1 financials for the period July through September 2025.
 - It was noted that despite the Foundation's largest annual expenditure of approximately \$1.1 million in scholarship disbursements, the fund balance increased during the same period, reflecting a strong financial position and overall healthy balance sheet.
 - Melissa Johns clarified that not all scholarship disbursements are funded through investment withdrawals, as the Foundation also raises cash donations each year designated for scholarships. These funds are held and later distributed to the colleges during the fall scholarship cycle.

Action Item: Approval of Q1 Financials, Bill McFarland

- *Keith Balch moved to approve the unaudited financial statements from July – September 2025 as presented. David Fishbaugh seconded the motion. **Motion passed by unanimous decision.***

2. Review of Lindbrook Investment Report

Informational Item: No action required

- Treasurer Bill McFarland presented the quarterly investment report from Lindbrook Capital.

VI. President's Report: Bill Cooper, President

Informational Item: No action required

- President Bill Cooper welcomed John Drexler, Yvonne Inciarte, Chantal Naugle, and Fang Pei to the Board. Cooper invited both new and current Directors to introduce themselves and share their background and connection to the District.

VII. Nomination and Governance Committee Report: Bill Cooper, President

- Committee Meeting Held on October 8, 2025 – Minutes Provided

Informational Item: No action required

- Director Elections

Action Item: Approve the nominee for election to the Board of Directors

- *Bill Cooper moved to approve the appointment of Ken Kehmna as a Director of the Board. David Fishbaugh seconded the motion. **Motion passed by unanimous decision.***

- Bylaw Revisions

Action Item: Approve proposed revisions to the Foundation Bylaws as recommended by the Nomination and Governance Committee. *2/3rds vote required*

- *Bill McFarland moved to approve the proposed revisions to the Foundation Bylaws as recommended by the Nomination and Governance Committee. Jackie Costanzo seconded the motion. **Motion passed by unanimous decision.***

- Conflict of Interest Policy and Director and Officer Conflict of Interest Statement

Informational Item: No action required

- President Bill Cooper reviewed the annual conflict of interest disclosure, noting the process was implemented in response to IRS Form 990 requirements and is completed annually. Board members were encouraged to review, sign, and submit the disclosure to Foundation staff.

VIII. Reports

- Office of Advancement

- Melissa Johns reported on recent Foundation activity, including new major gifts including a new \$50,000 endowment, a \$50,000 planning grant to support a senior guided pathway initiative, and a \$50,000 grant that was awarded to the West Valley College MESA program to support hosting a robotics competition in the spring. Melissa also congratulated President Seher Awan regarding Mission College's successful 50th Anniversary fundraising gala, which raised over \$100,000. Melissa reported on the Foundation's focus on increasing operational efficiency, noting the growth in check request processing, credit card donations, direct payments to students, and scholarship disbursements. Additional updates included discussion of a potential retiree engagement program and plans to launch a new Board portal to improve efficiency. Nicole Aguinaldo provided an overview of the scholarship application and awarding process from both the student and donor perspectives, highlighting efforts to ensure accessibility and meaningful donor impact.
- Regarding scholarship distributions, Chantal Naugle raised the concern that some transfer institutions reduce their own aid when outside scholarships are received, resulting in no net benefit to the student. Melissa Johns noted that this should not occur due to legislation passed in 2022 which prohibits scholarship displacement, except when total aid exceeds demonstrated financial need. The law is designed to protect students who are eligible for Pell Grants or state financial aid under programs like the Cal Grant or California Dream Act, so that colleges generally may not reduce their institutional grants and scholarships just because the student receives an outside scholarship. Students experiencing this issue are advised by staff to appeal to their financial aid office. While some schools have stopped this practice, enforcement varies, and the Office of Advancement cannot send funds directly to students due to enrollment verification requirements.
- West Valley College: President Jennifer Taylor-Mendoza
 - President Jennifer Taylor-Mendoza provided updates on the college's new Strategy and Equity division, led by Vice President Andrea Vizenor, which focuses on economic equity, workforce development, internships, career pathways, and external partnerships. She highlighted the President's Impact Innovation Council, which will support student fundraising efforts and convene regional partners for collaborative planning. Additional updates included upcoming community engagement activities such as the Peace Pole installation event on November 7 in partnership with the Rotary Club of Saratoga, and participation in the Los Gatos Holiday Parade. The President also reported on new funding from the Gore family to support paid student internships, noting that 14 students have received internship support. The President concluded by highlighting West Valley College's Annual Community Report, which showcased student stories, institutional impact, and community engagement, and noted plans for broader distribution to donors and stakeholders.

- Mission College: President Seher Awan
 - President Seher Awan reported that fall enrollment met 100% of the goal, with a 6% increase in headcount (439 additional students) and growth of 94 FTEs. Mission College launched a redesigned website, resulting in significant engagement gains, including a 275% increase in event page views and 80% growth in session engagement. Key initiatives include a new LVN-to-RN transition program with Sutter Health starting in January, expansion of career pathways, and a new internship program placing 13 students with the City of Santa Clara, four of whom received full-time offers. Apprenticeship programs in mechatronics and early childhood education earned statewide recognition. The Rising Scholars program released a mini-documentary highlighting its impact on justice-impacted students. Mission College's Black Stars initiative was recognized at the All African Diaspora Educator Summit. Community engagement highlights include the summer concert series, Pride Parade participation, and the 50th Anniversary Gala. Mission College is in the process of changing its mascot following broad student and staff input. Upcoming events include the Golden Impressions art exhibition, Golden Milestones historical walkthrough, and the annual Kwanza celebration.
- District: Chancellor Bradley Davis
 - Chancellor Bradley Davis congratulated the Foundation on its recent financial milestones and shared that enrollment across both colleges remains on target, a notable achievement when compared to other Bay 10 colleges. Chancellor Davis shared that the District's new universal meal plan program is providing roughly 10,000 meals per week . Discussion continues around housing as an unmet need for students, with the District exploring vouchers and partnerships with four-year institutions. Mission College's athletic revitalization is underway, with plans to hire new coaches for wrestling and tennis and launch Northern California's first women's flag football team, potentially partnering with the 49ers for games at Levi's Stadium. The Chancellor commended both colleges for strong leadership and teamwork driving these successes.

IX. New Business (2-minute limit for items not on the agenda)

- No items were brought forward.

X. Meeting Adjournment

Action Item: Bill Cooper

- Bill Cooper adjourned the meeting at 1:33PM.

XI. Optional Tour of Wang and Qu Family Learning Resource Commons

- The Office of Advancement hosted a tour of the Wang and Qu Family Learning Resource Commons for its board members.