



WVMCCD FOUNDATION REGULAR BOARD MEETING
Monday, January 26, 2026
12:00 – 1:30 PM

UNAPPROVED MEETING MINUTES

Board Present (In-Person): Keith Balch, Alison Carpenter Davis, Bill Cooper, Bradley Davis, John Drexler, David Fishbaugh, Yvonne Inciarte, Ken Kehmna, Bill McFarland, Chantal Naugle, Fang Pei, Jennifer Taylor-Mendoza

Board Present (Virtual): Seher Awan, Jackie Costanzo

Board Absent: None

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

1. Opening Items

1.1 Call to Order: Bill Cooper, President

- President Bill Cooper called the meeting to order at 12:06 PM.

1.2 Roll Call: Justin Tran

1.3 Board Member Virtual Participation: Justin Tran, Management Assistant

- Pursuant to AB 2449, Seher Awan and Jackie Costanzo participated via remote teleconference due to *Just Cause* or qualifying *Emergency Circumstances*, as permitted by law.

1.4 Public Comment: Justin Tran, Management Assistant

Members of the audience may address the Board on any item listed on the agenda. Comments will be limited to three (3) minutes per agenda item. No action will be taken.

- *No public comments were recorded.*

1.5 Review of WVMCCD Foundation Board Minutes: October 20, 2025, Bill Cooper, President

Action Item: Approval of minutes

- *Keith Balch moved to approve the minutes of the October 20, 2025 Foundation Regular Board meeting. Ken Kehmna seconded the motion. **Motion passed by unanimous decision.***

1.6 Finance Committee Report: Bill McFarland, Treasurer

- Review of Foundation Financials, Q2 (Unaudited), October – December 2025
 - Treasurer Bill McFarland presented the Finance Committee report, including a review of the Foundation’s unaudited Q2 financials for the period October through December 2025.
 - The Foundation experienced a strong quarter supported by donations and positive investment returns, with expenses described as normal for the period.

Action Item: Approval of Q2 financial statements

- *John Drexler moved to approve the unaudited financial statements from October –*

*December 2025 as presented. Ken Kehmna seconded the motion. **Motion passed by unanimous decision.***

- Review of Lindbrook Investment Report
 - Treasurer Bill McFarland presented the quarterly investment report from Lindbrook Capital.
Informational Item: No Action Required

2. Other Agenda Items

2.1 Nomination and Governance Special Committee: Melissa Johns, Associate Vice Chancellor

- Process and Timeline for New Board Member Nomination and Officer Election
 - Melissa Johns reviewed the process and annual timeline for board member nominations and officer elections, noting that the Nomination and Governance Committee meets on an as-needed basis and plays a critical role in ensuring strong board composition and leadership continuity. The committee will lead recruitment of new board members and oversee officer elections in advance of the April 2026 Board meeting. Discussion emphasized the importance of aligning future nominations with the long-term vision of the District and Foundation, with members expressing interest in additional opportunities for strategic alignment and discussion.

Action Item: The Board of Directors identify members for the 2026 nomination and governance committee

- The Board identified the following members to serve on the 2026 Nomination and Governance Special Committee: Bill Cooper, John Drexler, David Fishbaugh, and Yvonne Inciarte.

Action Item: Appoint a committee chair to lead committee meetings and serve as point-person for the office of advancement

- David Fishbaugh volunteered to serve as Chair of the Nomination and Governance Special Committee.

3. Reports

3.1 Office of Advancement: Melissa Johns, Associate Vice Chancellor

- Melissa Johns reported on recent Foundation activity, highlighting a strong quarter for fundraising and donor engagement. Updates included significant gifts supporting scholarships, internships, and programmatic needs across the District. Melissa also shared progress on operational improvements, including concept for a Board portal, Brown Act compliance overview, and opportunities for Board members to engage more directly through scholarship review and committee service.

3.2 Impact Report: Andrea Vizenor, VP of Strategy and Equity, West Valley College

- Andrea Vizenor presented an overview of the Gore Family Unpaid Internship Program, describing how philanthropic investment is being used to expand equitable access to work-based learning opportunities for students who would otherwise be unable to participate in unpaid internships. She shared highlights from the program's initial cohort, discussed plans to expand employer partnerships and student preparation, and emphasized the importance of donor engagement in demonstrating student impact.

3.3 West Valley College: Jennifer Taylor-Mendoza, President

- President Jennifer Taylor-Mendoza reported positive enrollment momentum for the spring term, noting that West Valley College is up approximately two percent in headcount and has increased

its enrollment goal based on current trends. She shared that the college was awarded a significant federal grant through the U.S. Department of Education to support development of a semiconductor technician workforce pathway, positioning West Valley College as a leader in addressing regional workforce needs in a high-growth industry. Additional updates included progress toward approval of a new baccalaureate program in Land Stewardship and Sustainability, continued planning for the opening celebration of the Wang and Qu Family Learning Resource Commons, and upcoming campus events such as STEAM Fest and a NASA-supported robotics competition.

3.4 Mission College: Seher Awan, President

- President Seher Awan reported that Mission College exceeded its spring enrollment target and is experiencing continued growth in headcount. She highlighted recent national and international recognition, including a first-place award for the college's redesigned website and continued progress on grant-funded student success initiatives. Updates also included the launch of an international nursing partnership with institutions in Vietnam, expansion of equity-focused workforce and STEM programs, and Mission College's recognition as a Caring Campus at the Silver level, with plans underway to pursue Gold status.

3.5 District: Bradley Davis, Chancellor

- Chancellor Bradley Davis provided District-wide updates focused on long-term infrastructure, student support, and strategic partnerships. He shared progress toward acquiring adjacent property to significantly expand capacity of the West Valley College Child Development Center, with the goal of increasing access to free childcare for student parents. The Chancellor also discussed a potential athletics facility partnership intended to support field improvements and generate new operating revenue, as well as continued success of the universal meal program, which provided a substantial number of free meals to students during the fall term while remaining close to budget projections. Additional updates included ongoing work to address student housing needs through a partnership with San José State University, allowing District students to access nearby housing without the cost and complexity of building new facilities.

4. Meeting Adjournment

Action Item: President Bill Cooper

- President Bill Cooper adjourned the meeting at 1:35 PM.

Minutes submitted respectfully by Justin Tran, Management Assistant.