



Everett Community College
 White Horse Hall, Room 105
 2000 Tower Street, Everett, WA

Study Session: Wednesday, October 18, 2006
 1:00 p.m. – 5:30 p.m.

Regular Meeting: Thursday, October 19, 2006
 8:30 a.m. – 12:00 p.m.

Oct. 18 Study Session Agenda

- 1:00 p.m. **Call to Order**
Erin Munding
- 1:05 p.m. **State Board Work Agenda Draft** Info Tab 1
Jim Garrison/Charlie Earl
- 1:30 p.m. **Olympic College Bachelor’s Degree Pilot Presentation** Info Tab 2
David Mitchell – President, Olympic College
- 2:00 p.m. **2006-07 SBCTC Office Budget & Work Plan** Info [Tab 6]
Chris Reykdal
- 2:15 p.m. **2007 Legislative Platform** Info Tab 3
Chris Reykdal
- 2:45 p.m. **Break**
- 3:00 p.m. **Messaging Training for State Board Members** Info Tab 4
Suzy Ames
- 5:30 p.m. **Adjourn Study Session**

Oct. 19 Regular Meeting Agenda

- 8:30 a.m. **Call to Order and Welcome**
Erin Munding
- 8:35a.m. **Adoption of Consent Agenda** Action Tab 5
 - a. SBCTC Meeting Minutes – September 14, 2006
 - b. 2007-08 State Board Meeting Schedule
Resolution 6-10-30
 - c. 2007-09 Capital Budget – Columbia Basin College Alternatively
Financed Project Request
Resolution 6-10-31
- 8:40 a.m. **Director’s Report** Info
Charles Earl
 - **Washington Learns** – Mary Alice Grobins
 - **Tuition Study Timeline** – Mary Alice Grobins
- 9:00 a.m. **Host College Presentation: Everett Community College** Info
David Beyer – President, Everett Community College

- 9:30 a.m. Chair's Report** **Info**
Erin Munding
 - **Trustees Association Report** – Jim Robinson, TACTC president
- 9:45 a.m. Approval of 2006-07 SBCTC Office Budget & Work Plan** **Action** **Tab 6**
Chris Reykdal
Resolution 06-10-32
- 9:55 a.m. Break**
- 10:10 a.m. Socio-economic Study Report** **Info** **Tab 7**
David Prince
- 10:55 a.m. 2009-11 Capital Budget Priorities** **Info** **Tab 8**
Mary Alice Grobins
- 11:25 a.m. Executive Session** **Info**
To consider the selection of a site or the acquisition of real estate by lease or purchase
- 12:00 p.m. Adjournment**
Next Meeting – November 29-30, Bates Technical College (Tacoma)

10-12-06

EXECUTIVE SESSION: Under RCW 42.30.110, an Executive Session may be held. Action from the Executive Session may be taken, if necessary, as a result of items discussed in the Executive Session.

PLEASE NOTE: Times above are estimates only. The Board reserves the right to alter the order of the agenda. Reasonable accommodations will be made for persons with disabilities if requests are made at least seven days in advance. Efforts will be made to accommodate late requests. Please contact the Executive Director's Office at (360) 704-4309.

Subject (Information)

State Board Work Plan

Background

At the Board's September meeting, Chair Garrison discussed the development of a Board member work plan for the next 18 months. Following that meeting, a preliminary list of topics was sent to Board members and Chair Garrison has had subsequent conversations with individual Board members to further refine the work plan. (He may not have caught up with all Board members prior to the study session).

With the system direction approved, Board members are looking to define specific roles and tasks necessary to accomplish the goals of the plan, their overall advocacy for the system, and how they function collectively as a Board.

Outcome

Board members will discuss the draft work plan and begin refining it for action in November.

Prepared by Charlie Earl
October 10, 2006

Subject (Information)

CTC Applied Bachelor's Degree Program Presentation – Olympic College

Background

At the September meeting the State Board heard presentations from three of the four colleges selected by the Board to offer applied bachelor's degrees designed for those who hold an associate of applied science (workforce) degree, or equivalent, and maximize the application of the technical credits toward the degree. At that meeting the State Board heard about the following three pilot programs:

- Bellevue Community College – Bachelors of Applied Science in Radiation and Imaging Sciences (serving 43 FTE when funded for both the junior and senior year)
- Peninsula College – Bachelors of Applied Science in Applied Management (serving 40 FTE)
- South Seattle Community College – Bachelors of Applied Science in Hospitality Management (serving 42 FTE)

Olympic College Presentation

At the October meeting David Mitchell, president of Olympic College, will share information on the 35 FTE RN to BSN degree program. The Olympic degree provides the Bachelor's of Science Nursing program for Kitsap County residents with the Associate Degree in Nursing (RN's). The University of Washington Tacoma's Nursing Program will collaborate with Olympic College during the planning year and first year of instruction. Local employers are seeking more nurses with bachelor's level training to meet the needs of the growing hospital and clinic patient population that is aging and in poor health. These employers are supportive of Olympic College filling that bachelor's level need in addition to providing RN training at the associate degree level for about 70 graduates a year.

Outcomes

The State Board will have an understanding of the economic, curricular and student considerations in the applied bachelor's degrees proposed at Olympic College. The Board will have an opportunity to ask questions about the challenges and opportunities Olympic College and its partner, the University of Washington, Tacoma, face as they prepare to enroll juniors one year from this fall.

Subject: (Information)

2007 Legislative Platform

Background

The two-year college system's legislative program is developed collaboratively by the trustees through the Trustees Association of Community and Technical Colleges (TACTC), the presidents and staff from the colleges through the Washington Association of Community and Technical Colleges (WACTC), the faculty unions, and State Board members and staff.

During the late spring and summer months, TACTC, WACTC, the faculty unions, and the State Board review budget and policy issues that are appropriate to bring before the Legislature. The 2007 Legislature will be adopting the biennial operating and capital budgets, so much attention has been placed on the fiscal needs of the system already. The operating and capital budget requests have already been adopted by the Board and submitted to the Governor. While these are clearly a part of the system's legislative platform, they are now completed, and future discussions of the platform should focus on desired policy changes for the community and technical college system.

There are at least three policy issues from last session that look to draw significant attention this year. Statutorily defined pay increases for faculty increments (step increases); high school completion and the role of CTCs in serving students who do not pass the WASL; and possibly bills related to Opportunity Grants/scholarships. Each of these issues took the form of a bill last year and none of them passed. Resources were provided in the Supplemental budget for faculty increments and Opportunity Grants.

In addition to these issues, staff would like to engage the board on other policy matters that are drawing some attention within and external to the system. Staff will provide the Board with a list of issues for initial consideration.

The Board is represented by Chair Garrison, Jim Bricker, and Reuven Carlyle at the Joint Legislative Committee (JLC). The JLC is the group that's responsible for coming together and advancing a single system platform for the Board to consider. This group includes representatives from the trustees' and the presidents' organizations, the faculty unions, and State Board members and staff. The committee's membership is included in Attachment A. The JLC meets on October 25, and stemming from that meeting will be a legislative platform recommendation for the Board to consider at their November meeting. Staff will remain in close contact with the Board leading up to the November meeting to gain direction and feedback in order to engage decision makers and stakeholder groups on policy issues that develop prior to Board action.

Outcomes

The Board will discuss policy issues that may face the system in the upcoming session. Board members are asked to bring forward any issues that they are working on that may impact the CTC system.

Prepared by Chris Reykdal
October 10, 2006

Joint Legislative Committee

Purpose

The purpose of the Joint Legislative Committee is to provide a mechanism to: (1) develop a unified system legislative platform; (2) develop short-term and long-term strategies to accomplish the system's adopted legislative platform; and (3) develop system positions on legislative issues and policies.

Membership

The chair of the Joint Legislative committee is the Executive Director of the State Board for Community and Technical Colleges. The membership of the committee consists of two representatives and an alternate from each of the following bodies:

- State Board for Community and Technical Colleges (SBCTC)
- Trustees Association of Community and Technical Colleges (TACTC)
- Washington Association of Community and Technical College (WACTC) presidents
- Faculty unions
- State Board staff

The JLC relies on the staff of the State Board for Community and Technical Colleges for assistance in the preparation of materials to support the Committee's work.

2006-07 Members

Chair	Charlie Earl, SBCTC Executive Director
State Board Members	Jim Garrison Jim Bricker Reuven Carlyle
TACTC Members	Jim Robinson Mauri Moore Ronnie Behnke
WACTC Members	Linda Kaminski Bill Bonaudi Jim McLaughlin
SBCTC Staff	Chris Reykdal Cindy Hough Mary Alice Grobins
Faculty Union	Sandra Schroeder, WFT Wendy Rader-Konafalski, WEA Ruth Windhover, WEA

Subject (Information)

Messaging Training

Background

Suzy Ames will engage the Board in a participatory messaging training. This training is provided through the State Board's work with the Bridges to Opportunity Grant Project funded by the Ford Foundation. The goal of the project is to increase access to higher education for low-income adults. Changing state and federal legislation to be more supportive of low-income adults is one tool to increase access. Communicating key messages in an effective manner is a critical piece to make this happen.

While this training started out focusing on adult literacy issues, it now encompasses all of the two-year colleges' goals and missions. This training has become the framework for system-wide communications with the media and legislators. Several groups have participated in this training throughout the system, including trustees, presidents, vice presidents, deans and State Board staff.

Board members will be filmed participating in mock media scenarios. They will provide answers to questions typically asked by the media related to two-year colleges. The tape will be reviewed and feedback provided. No preparation is needed in advance.

Outcome

Board members will be able to communicate effectively using concise messages. They will be able to talk about higher education issues in a way that promotes the issues most important to community and technical colleges.

Prepared by Suzy Ames
October 4, 2006

**REGULAR MEETING OF THE STATE BOARD
FOR
COMMUNITY AND TECHNICAL COLLEGES**

MINUTES OF MEETING

September 14, 2006

State Board Members

**Jim Garrison (Chair), Mt. Vernon
Jim Bricker, Coupeville
Reuven Carlyle, Seattle
Sharon Fairchild, Spokane
Jeff Johnson, Olympia
Tom Koenninger, Vancouver
Erin Munding, Omak
Lyle Quasim, Puyallup**

Statutory Authority: Laws of 1967, Chapter 28B.50 Revised Code of Washington

State of Washington
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
Olympia

A C T I O N I N D E X
September 14, 2006

<u>Resolution Number</u>	<u>Description</u>	<u>Page in Minutes</u>
	Adoption of Consent Agenda:	
----	- Approval of Minutes/August 15, 2006	
06-09-25	- Delegation of Authority for SBCTC Office Move	1
06-09-26	- Edmonds CC Athletic Field Renovation	1
----	- Approval of Minutes/June 22, 2006	1-2
06-09-27	- Approval of System Direction Statement	4-5
06-09-28	- Approval of 2007-09 Operating Budget Request	5
06-09-29	- Approval of Student Athlete Operating Fee Waiver	6

**STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
Olympia**

**Regular Meeting Minutes
September 14, 2006
Whatcom Community College**

The State Board held a study session at Whatcom Community College on September 13, 2006, from 2:00 to 5:00 p.m. to discuss the following topics: 1) System Direction Statement, 2) 2007-09 Operating Budget Request, and 3) 2007 SBCTC Office Budget and Work Plan. No action was taken at this meeting.

State Board Members Present: Jim Garrison (Chair), Jim Bricker, Sharon Fairchild, Jeff Johnson, Tom Koenninger, Erin Munding, Lyle Quasim

State Board Member Absent: Reuven Carlyle

CALL TO ORDER

Chair Jim Garrison called the meeting to order at 2:00 p.m. and welcomed those present. He thanked Whatcom Community College President Harold Heiner for hosting the meeting.

ADOPTION OF CONSENT AGENDA

MOTION: Moved by Tom Koenninger and seconded by Erin Munding that the State Board adopt the consent agenda for its September 14, 2006 regular meeting as follows:

- ***Approval of August 15, 2006, State Board special meeting minutes***
- ***Resolution 06-09-25 (ATTACHMENT #1) – Delegation of Authority for SBCTC Office Move***
- ***Resolution 06-09-26 (ATTACHMENT #2) – Edmonds CC Athletic Field Renovation***

MOTION CARRIED.

APPROVAL OF STATE BOARD MEETING MINUTES FOR JUNE 22, 2006

This item was removed from the consent calendar at the request of Chair Garrison on behalf of Board member Reuven Carlyle, who asked that the following language be substituted for the third paragraph on the third page of the minutes to clarify his position on the Blackboard contract for WashingtonOnline.

“The item was removed from the consent calendar at the request of Board member Reuven Carlyle. He said he opposes the current arrangement (service levels, price, quality) with the vendor and believes that key internal stakeholders at colleges are unhappy with the service on many fronts. He requested staff formally explore alternative approaches, service agreements, vendors, pricing, and other issues and offered to help as appropriate and useful. He noted that

he will not encourage Board members to defeat the arrangement this year only due to logistical considerations for the service. He asked staff for updates regarding this contract and agreement during the year to avoid this situation in June of 2007.”

MOTION: Moved by Erin Munding and seconded by Jim Bricker that the State Board revise the third paragraph of the third page of the minutes of the June 22, 2006 State Board meeting to clarify a statement made by Reuven Carlyle during discussion of the Blackboard contract for WashingtonOnline and to approve the minutes as revised.

MOTION CARRIED.

DIRECTOR’S REPORT

Executive Director Charlie Earl and staff reported and updated the Board on the following issues: Washington Learns effort, re-examination of Washington’s Welfare to Work Program, Center for Information Services rehosting project, common course numbering effort, meetings in October and December with business leaders and school district superintendents, recent SBCTC all staff retreat, an invitation to participate in the Governor’s upcoming bus tour in Spokane, and an extension of the SBCTC homeland security institute grant.

HOST COLLEGE PRESENTATION

Whatcom Community College Board members Robert Fong, Barbara Rofkar, and Sue Cole welcomed State Board members and staff to the campus. President Harold Heiner was present at the Board’s study session to give welcoming remarks. Chair Garrison thanked the Whatcom Community College president and trustees for hosting the State Board meeting on their campus.

Bellingham Technical College Acting President Debra Jones thanked the Board for its vision and leadership in developing and supporting the Opportunity Grants program. She introduced Patricia Onion, Vice President of Educational Services at Whatcom Community College; Dave Klaffke, Vice President of Student Services at Bellingham Technical College; and Kelly Bashaw, Opportunity Grant Coordinator at Whatcom Community College. They provided information about their colleges’ joint Opportunity Grant pilot program called “Whatcom Opportunities Now” or WON. WON is a needs-based scholarship program designed to help income-eligible students prepare and enter a high-demand, high-wage career. Selected students receive personal mentorship, career exploration, tutoring, and individualized support, plus financial assistance to help address typical barriers to higher education. They discussed the resources the grants will provide for many students who face multiple barriers to college access and completion and the resulting benefits to business and industry in their communities. Board members then heard from two student scholarship recipients who discussed the importance of the program in helping them to achieve their higher education goals.

CHAIR’S REPORT

Chair Jim Garrison reported that he is working with the executive director to develop a draft work plan for the State Board, which will be shared with Board members and discussed at future meetings. The presidents’ association has invited Jim or a State Board member representative to

attend future WACTC meetings. He announced that in his absence Erin Mundinger has agreed to chair the October 18-19 State Board meeting at Everett Community College. Trustees' Association Treasurer Debra Lisser gave the report for TACTC President Jim Robinson at the Board's study session the previous day. She thanked Board members for attending the annual leadership dinner and legislative plenary session and reported on upcoming meetings and events.

BOARD MEMBER NOTES

Lyle Quasim reported that the Higher Education Coordinating Board is conducting diversity hearings and that he is participating in developing a diversity statement for the HECB. He suggested that the diversity initiative be presented at a future State Board meeting. Lyle also reported on an upcoming national conference on race and pedagogy to be held at the University of Puget Sound.

Jeff Johnson reported that he is working with the Department of Labor and Industry on a pilot project to restructure vocational rehabilitation services to assist injured workers to access community and technical college retraining programs to help them re-enter the workforce.

Tom Koenninger reported on the TACTC legislative plenary conference held September 7 in Renton. At the conference, Tom gave a presentation of the Board's system direction statement. The conference also included important media messaging training for all trustees and the results of a public opinion survey funding by the trustees every four years.

WORKFORCE DEVELOPMENT SYSTEM REVIEW PRESENTATION

David Harrison, chair of the Workforce Training and Education Coordinating Board, shared a report of the Workforce Board's findings and recommendations of its study of the workforce development system. The study was undertaken at the Governor's request to identify ways the system can be improved to better serve Washington State citizens and meet the needs of employers. At the same time, the Legislature included a budget proviso that called for the Workforce Board to study the workforce development system with the goal of achieving easier access to postsecondary education for low-income students in job-specific programs. The Workforce Board has completed the research portion of the study, conducted a public feedback session, and held a meeting to review the data and discuss recommendations. The goal is a workforce development system that is more sharply focused, opportunistic, accountable, and integrated. Discussion followed on the ramifications of the report for the community and technical college system and next steps. The Workforce Board will review the study draft at its September meeting followed by public meetings in October.

CTC APPLIED BACHELOR'S DEGREE PROGRAM PRESENTATIONS

Jan Yoshiwara of the State Board staff reported that during 2004-05, the Legislature authorized the creation of four pilot applied baccalaureate degree programs that extend the college system's role in responding to the need for expansions of baccalaureate capacity. E2SHB 1794 was sponsored by Representative Phyllis Gutierrez Kenney. These applied bachelor's degrees are designed for those who hold an associate of applied science degree and maximize the application

of the technical credits toward a bachelor's degree. At the April 2006 State Board meeting, the Board selected four pilot programs.

- Bellevue Community College: Bachelor of Applied Science in Radiation and Imaging Sciences (serving 43 FTE when funded for both the junior and senior year)
- Peninsula College: Bachelor of Applied Science in Applied Management (serving 40 FTE)
- Olympic College: Bachelor of Science Nursing (serving 35 FTE)
- South Seattle Community College: Bachelor of Applied Science in Hospitality Management (serving 42 FTE)

The Higher Education Coordinating Board approved the proposals in July 2006. The next step in the process is for the accreditation association, the Northwest Commission on Colleges and Universities, to decide on informal candidacy status of the bachelor's degree level so the colleges can begin advertising their degrees and preparing for admission of juniors in Fall 2007. The NWCCU is scheduled to take action on this in December 2006.

Jan recognized and commended the colleges involved and the State Board staff for their impressive work on this process for the last two years.

The presidents of three of the four colleges—Jean Floten, Bellevue Community College; Tom Keegan, Peninsula College; and Jill Wakefield, South Seattle Community College—shared information and brought the Board up to date on their projects. (Olympic College is scheduled to make a presentation at the October State Board meeting.) The presidents reported on the economic, curricular, and student considerations in the applied bachelor's degrees planned at their colleges and answered questions about the challenges and opportunities each college faces as they prepare to enroll juniors next year.

APPROVAL OF SYSTEM DIRECTION STATEMENT (Resolution 06-09-27)

At its August meeting, Board members discussed college feedback on the draft system direction document and provided direction to staff to make revisions. Since that time, individual Board members have had the opportunity to provide input and comments on proposed drafts. At the previous day's study session, Board members suggested additional revisions which were incorporated in the document.

Jan Yoshiwara of the State Board staff presented the proposed final draft of the system direction statement for the Board's consideration based on input from the colleges and from State Board members and staff. The proposed final draft has a few components which create the framework for the document:

- A vision statement sets the context for the ten year goals.
- A preface describes the state's current and future economic and demographic challenges and the college system's role in improving the state's prosperity.
- The steps under the goals are strategic directions that provide description for the goals.
- The principles describe the intent of the Board in creating a system direction.
- The next steps describe how the Board will pursue the plan.

MOTION: Moved by Erin Mundinger and seconded by Jim Bricker that the State Board adopt Resolution 06-09-27 (ATTACHMENT #3) approving the System Direction Statement.

MOTION CARRIED.

APPROVAL OF 2007-09 OPERATING BUDGET REQUEST (Resolution 06-09-28)

Deb Frazier of the State Board Staff reported that at its June meeting, the State Board reviewed the preliminary framework and components of the 2007-09 operating budget request and instructed staff to develop the request within those parameters. The Board reviewed the work to date at its August meeting and provided additional guidance. The budget reflects the work of the entire community and technical college system, including input from presidents, trustees, faculty organizations, State Board members and staff. Deb presented the culmination of that work to the Board for final review and approval.

Three core messages based on the Board's system direction statement frame the operating budget request: economic demand, student success, and innovation. Economic demand necessitates investment in the two-year college system to produce Washingtonians with the knowledge and skills to keep the state competitive in the global marketplace. Investments in student success will improve the lives of individuals by increasing their earning power and their ability to contribute to the economy of the future. State investment in innovations such as centers of excellence, in-line delivery of instruction, and up-to-date equipment are the means by which colleges can support individuals and the state's economic competitiveness.

The operating budget request for the 2007-09 biennium totals \$1.5 billion in state funding, which is comprised of \$1.31 billion in base funding and \$227 million requested in additional state resources.

Deb summarized the new funding initiatives, as outlined in the Board's agenda materials, which included economic demand elements, student success request elements, innovation request elements, budget requests for ongoing operations, and technical budget requests.

MOTION: Moved by Tom Koenninger and seconded by Sharon Fairchild that the State Board adopt Resolution 06-09-28 (ATTACHMENT #4) approving the 2007-09 operating budget request.

MOTION CARRIED.

APPROVAL OF STUDENT ATHLETE OPERATING FEE WAIVER (Resolution 06-09-29)

At its May meeting, the Board heard a presentation from a college president representing members of the Northwest Athletic Association of Community Colleges (NWAACC) who have requested that the State Board authorize community college boards of trustees to institute an operating fee waiver for grant-in-aid eligible (as defined by the Official Code Book of NWAACC) student athletes.

At its June meeting, the Board discussed acting on the proposed waiver and opted to defer action. The Board asked the college presidents to revisit the proposal and to consider incorporating student need into the waiver eligibility criteria. The presidents considered this idea at their July retreat and concluded that the original proposal reflected the NWAACC colleges' best option to: increase the ability of community colleges to compete for quality athletes that might be considering small four-year colleges; increase parity with Oregon colleges, which can fund grants-in-aid up to full tuition; encourage students to stay in state; and increase the rate of participation by women in athletics.

State Board member Erin Mundinger asked for information on how many students will be impacted by the waiver. Progress reports will be available starting winter quarter 2008.

MOTION: Moved by Jim Bricker and seconded by Sharon Fairchild that the State Board adopt Resolution 06-09-29 (ATTACHMENT #5) authorizing community college boards of trustees to establish an operating fee waiver for grant-in-aid eligible student athletes.

MOTION CARRIED.

ADJOURNMENT/NEXT MEETING

There being no further business, the State Board adjourned its regular meeting of September 14, 2006, at 11:30 a.m. The next regular meeting of the State Board will be held October 18-19, 2006, at Everett Community College.

Jim Garrison, Chair

ATTEST:

Charles N. Earl, Secretary

STATE OF WASHINGTON

STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 06-09-25

A resolution relating to the temporary increase of the Executive Director's delegated authority to make purchases of goods and services in excess of \$100,000 for contracts associated with tenant improvements and office furnishings relating to the State Board Office move.

WHEREAS the Legislature provided funding during the 2005 legislative session to move the State Board Office to a newer facility; and

WHEREAS the new location has been secured, tenant improvements are being made, and office furnishings will be needed, two contracts are in excess of \$100,000; and

WHEREAS the Executive Director's delegated authority to make payments to vendors/contractors associated with the State Board Office is currently limited to \$100,000;

THEREFORE BE IT RESOLVED that the State Board provides a temporary delegation of authority to the Executive Director or his designee to sign contracts up to \$600,000 per contract for tenant improvements, labor costs, equipment, and furnishings associated with the State Board move from its current locations to 1300 Quince Street, Olympia Washington.

BE IT FURTHER RESOLVED that this temporary authority shall expire on December 31, 2006.

APPROVED AND ADOPTED on September 14, 2006.

Jim Garrison, Chair

ATTEST:

Charles N. Earl, Secretary

STATE OF WASHINGTON

STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 06-09-26

A resolution relating to Edmonds Community College's use of local funds to upgrade their athletic field.

WHEREAS, the current baseball field has a broken irrigation system; and

WHEREAS, the college supports over 200 student athletes and also supports physical education and wellness programs that require athletic fields; and

WHEREAS, the college has identified \$1,000,000 in local funds reserves to fund this project;

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges approves use of up to \$1,000,000 in local funds to upgrade and renovate the athletic field.

APPROVED AND ADOPTED on September 14, 2006.

Jim Garrison, Chair

ATTEST:

Charles N. Earl, Secretary

STATE OF WASHINGTON

STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGE

RESOLUTION 06-09-27

A resolution to approve the System Direction, which establishes the Board's ten-year vision and goals.

WHEREAS the State Board for Community and Technical Colleges has engaged in a comprehensive review of the state's economic and demographic challenges in growing a competitive labor force; and

WHEREAS the State Board for Community and Technical Colleges has engaged the college system in a comprehensive effort to identify ten-year goals that will help raise the knowledge and skills of the state's working population; and

WHEREAS the State Board for Community and Technical Colleges will utilize these goals in setting its biennial budget requests and determining future policy for the two-year college system;

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges approves the System Direction statement.

APPROVED AND ADOPTED on September 14, 2006.

Jim Garrison, Chair

ATTEST:

Charles N. Earl, Secretary

STATE OF WASHINGTON

STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 06-09-28

A resolution relating to the 2007-2009 Operating Budget Request.

WHEREAS the community and technical college system has conducted a thorough assessment of its operating needs for the 2007-2009 biennium based on the statutory mission of the colleges and the long-term goals of the system; and

WHEREAS responding to Washington's economic demands to be globally competitive is a key role of the community and technical college system; and

WHEREAS student success in academic, vocational, and basic skills are critical to the state's economic and social development; and

WHEREAS innovative practices at the colleges are the means by which individual students and the economy succeed;

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorizes the Director to submit to the Governor a 2007-2009 community and technical college system operating budget request for general fund state dollars of \$1,535,920,000 of which \$39,732,000 represents increases needed to address items currently funded for a partial biennium; \$72,489,000 represent costs to carry out existing service levels, and \$226,953,000 represents improvements in the system-wide priority areas of economic demand, student success and innovation; \$475,217,000 of operating fees from tuition; and \$564,606,000 from dedicated and contract activity as displayed on Attachment Two.

APPROVED AND ADOPTED on September 14, 2006.

Jim Garrison, Chair

ATTEST:

Charles N. Earl, Secretary

STATE OF WASHINGTON

STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 06-09-29

A resolution authorizing community college boards of trustees to establish an operating fee waiver for grant-in-aid eligible (as defined by the Official Code Book of the Northwest Athletic Association of Community Colleges) student athletes.

WHEREAS over 2,500 student athletes represent their community colleges on 181 teams in 15 sports; and

WHEREAS financial assistance for student athletes has declined since the 1970s; and

WHEREAS the State Board has the authority to authorize tuition waivers in accordance with RCW 28B.15.915;

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges (SBCTC) authorizes community college boards of trustees to establish an operating fee waiver for grant-in-aid eligible student athletes effective beginning fall quarter, 2007-08 academic year:

1. Colleges may waive up to 25 percent of the SBCTC established resident student tuition 15 credit tuition and fee rate for grant-in-aid eligible student athletes.
2. Resident and non-resident grant-in-aid eligible student athletes are eligible for the operating fee waiver.
3. Community college boards of trustees must take formal action to adopt a waiver for this purpose before a grant of the waiver may be provided to students.
4. Any college that chooses to adopt a waiver for this purpose shall use uniform codes (fee pay status) established by the Center for Information Services in consultation with the State Board for Community and Technical Colleges.
5. Waivers granted for this purpose will not be included in the statutory waiver limit established by RCW 28B.15.910 for the community colleges as a whole.
6. Each college shall adhere to the rules of the Official Code Book of the Northwest Athletic Association of Community Colleges and shall establish its own policy for documenting student athlete eligibility.

BE IT FURTHER RESOLVED that the State Board for Community and Technical Colleges grants to community college boards of trustees the flexibility to implement this waiver authority by all means necessary to address issues not explicitly identified in this resolution.

APPROVED AND ADOPTED on September 14, 2006.

Jim Garrison, Chair

ATTEST:

Charles N. Earl, Secretary

Subject (Action)

2007-08 State Board Meeting Dates and Locations (Resolution 6-10-30)

Background

The State Board generally meets seven to eight times per year at intervals of approximately six to eight weeks. Meetings are typically held on community and technical college campuses. Locations rotate through the years to all of the 30 college districts, balancing visits to the east and west sides of the state. During the legislative session, meetings are held in or near Olympia. The two-day meetings include a study session on the first day designed to provide Board members with an in-depth discussion about policy issues, and a regular business meeting on the second day when action items are addressed. The State Board holds its annual retreat in September.

To be consistent with other system groups, the Board chose to move from a calendar year to a fiscal year meeting schedule. Future meeting schedules will, therefore, be approved by the Board in the spring of each year. Board members had an opportunity to review a preliminary schedule for the remainder of fiscal year 2006-07 and for fiscal year 2007-08, and revisions were made to the meeting schedule proposed below based on their feedback.

For the remainder of the 2006-07 fiscal year, four meetings are proposed:

January 31- February 1, 2007	State Board Office
March 14-15, 2007	State Board Office
May 9-10, 2007	Grays Harbor College
June 20-21, 2007	Spokane Falls Community College

For the 2007-08 fiscal year, seven meetings are proposed:

September 11-12, 2007	Retreat (location to be determined)
October 17-18, 2007	Lower Columbia College
December 4-5, 2007	Cascadia Community College
January 30-31, 2008	State Board Office
March 12-13, 2008	State Board Office
April 30-May 1, 2008	North Seattle Community College
June 11-12, 2008	Wenatchee Valley College

Recommendation

It is recommended that the State Board adopt Resolution 06-10-30 approving its schedule of meeting dates and locations for 2007-08. Once approved, the meeting schedule will be published in the *Washington State Register*.

STATE OF WASHINGTON

STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 06-10-30

WHEREAS the State Board adopts its meeting schedule for the fiscal year for publication in the *Washington State Register*;

THEREFORE BE IT RESOLVED that the State Board has agreed upon the following meeting dates and locations for 2007-08:

January 31- February 1, 2007	State Board Office
March 14-15, 2007	State Board Office
May 9-10, 2007	Grays Harbor College
June 20-21, 2007	Spokane Falls Community College
September 11-12, 2007	Retreat (location to be determined)
October 17-18, 2007	Lower Columbia College
December 4-5, 2007	Cascadia Community College
January 30-31, 2008	State Board Office
March 12-13, 2008	State Board Office
April 30-May 1, 2008	North Seattle Community College
June 11-12, 2008	Wenatchee Valley College

APPROVED AND ADOPTED on October 19, 2006.

Jim Garrison, Chair

ATTEST:

Charles N. Earl, Secretary

STATE BOARD REGULAR MEETING AGENDA ITEM

TAB 5(c)

Subject (Action)

2007-09 Capital Budget – Alternatively Financed Project Request (Resolution 06-10-31)

Background

The State Board approved the 2007-09 Capital Budget on June 22, 2006 (Resolution 06-06-21). This budget was transmitted to the Office of Financial Management on August 31, 2006. Since that time, a request has been submitted for a college-financed project.

Analysis

State law requires that colleges obtain approval from the Legislature in order to have the State Treasurer sell Certificates of Participation (COP's). Legislative authority allows a college to enter into financial contracts longer than one year in duration. Debt service to retire these bonds is the responsibility of the college and SBCTC requires that a college identify 125 percent of dedicated funds necessary to amortize the debt. Projects are not initiated until there is sufficient definition and certainty to make them viable.

Columbia Basin College would like to enter into a financial contract to finish the Diversity Commons project. A building shell exists and the COP would allow the college to finish the building for use. The project cost is estimated at \$300,000, secured using four-year COP's. The college has received a U.S. Department of Education Title 5 grant for a Hispanic-Serving Institutions Program that would sufficiently cover debt service.

Recommendation

State Board staff recommend that the State Board adopt Resolution 06-10-31 approving transmittal of the \$300,000 Columbia Basin College Diversity Commons project to the Office of Financial Management to be included in the 2007-09 SBCTC Capital Budget Request.

STATE OF WASHINGTON

STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 06-10-31

WHEREAS the State Board for Community and Technical Colleges has submitted the 2007-09 Capital Budget Request; and

WHEREAS subsequent to Board action an additional alternatively financed project has been identified; and

WHEREAS the \$300,000 completion of the Diversity Commons has been approved by the college Board of Trustees; and

WHEREAS this project requires legislative approval under RCW 39.94 to secure Certificates of Participation through the Washington State Treasurer; and

WHEREAS the college has identified sufficient funds to retire the debt through a Title 5 grant,

NOW THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges approves submittal of this project as part of the 2007-09 Capital Budget Request to the Office of Financial Management.

APPROVED AND ADOPTED October 19, 2006.

Jim Garrison, Chair

ATTEST:

Charles N. Earl, Secretary

Subject (Action)

2006-07 SBCTC Office Budget & Work Plan (Resolution 06-10-32)

Background

At the Board's September meeting staff presented an outlook on the major projects that will require us to focus resources on strategic policy issues that are statutorily defined, emerge from conversations within the system, or directed by the State Board and the new system direction.

Over the last seven months, the Board has been deeply engaged in the development of the strategic direction. The strategic direction is creating new priorities for staff and the system. To accomplish the initial work of the strategic direction, staff has begun to shift priorities in order to align resources and talents in the organization with the priorities of the board – primarily shifting some staff assignments to emphasize more work on accountability and performance measurement.

Attachment A provides a brief description of the major issues that face us in the coming year. There is existing capacity to execute some of these initiatives, while there are others that will require funding from the legislature, a reprioritization of existing funds, or the acquisition of additional staff from existing funds (mainly in the area of research).

Office Budget

In addition to developing a work plan each year, an annual budget is created to match resources with the major projects and the staff output. A five year history and the 2006-07 estimate for the agency budget is included in Attachment B. The office budget for 2006-07 is just under \$11.8 million dollars. This budget supports about 93 full-time staff equivalents (99 headcount). The most significant change in the budget is a one-time increase of expenditures for costs associated with the office move (\$1,245,788). There are also three new positions proposed – two researchers and a facilities clerk. Attachment C displays the 2006-07 budget by division and object of expenditure. Attachment D displays the 2006-07 proposed budget and staff effort by division and also by major function. Categorizing the budget by function will serve as a baseline to examine movements within the office budget that reflect the changing priorities of the Board. For example, the two research positions that are being proposed will increase the research function from 7.1% to 8.0% of the total office budget in FY 2006-07. While there is no clear benchmark in state government or higher education for the “right” amount of research within an organization, staff believes that additional resources will be required to position the system for the impending linkages between performance and funding. Additionally, staff believes that recent research efforts (Applied Baccalaureates and the “Tipping Point”) are clear examples of quality research leading to policy changes and better options/outcomes for students.

Outcome

It is recommended that the Board adopt Resolution 06-10-32 – Adoption of the 2006-07 SBCTC staff work plan and office budget.

Prepared by Chris Reykdal
(10/10/06)

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 06-10-32

A resolution relating to the 2006-2007 office budget and work plan for the State Board office.

WHEREAS the State Board, in consultation with trustees, presidents, faculty and State Board staff has identified long-term strategic issues for the two-year college system; and

WHEREAS the staff has identified the critical work elements needed in the coming year that begin to address the long-term strategic issues; and

WHEREAS these priorities and the policy discussions of the State Board guide the development of the budget for the office for the next year;

THEREFORE BE IT RESOLVED that the State Board approves the major staff projects list and the budget for the State Board office in the amount of \$11,796,226; and

BE IT FURTHER RESOLVED that the State Board delegates to the Executive Director the authority to make adjustments as necessary to reflect the changing priorities of the Board and the community and technical colleges system.

APPROVED AND ADOPTED on October 19, 2006.

Jim Garrison, Chair

ATTEST:

Charles N. Earl, Secretary

State Board for Community and Technical Colleges Major Projects/Topics for 2006-07

System Direction

- Work with the system to develop a measurement structure to evaluate progress.
- Identify student momentum breaks, develop an incentive system, identify and disseminate proven practices that overcome momentum breaks.
- Technology transformation project: Understand the future of technology and identify implications for transforming delivery of education services and college operations.
- Execute a system-wide legislative strategy that integrates the Board Direction, Washington Learns, the Prosperity Partnership, and our 2007-09 Operating and Capital Budget requests.

Program Development/Evaluation

- Increase capacity in early childhood education. Identify early learning training needs for child care workers, parents and K-3 teachers based on Washington Learns goals; develop strategies for increasing capacity in the college system.
- Increase capacity in high demand programs, including high demand workforce education and apprenticeship programs, and math, science and engineering transfer programs.
- Expand number and diversity of programs that integrate basic skills and workforce education.
- Expand training partnerships between colleges and employers. Implement new customized training program.
- WorkFirst redesign. Work with Governor's subcabinet agencies and colleges to redesign state's welfare program in response to new federal requirements.
- Help colleges launch their Opportunity Grant programs and evaluate early results.

Research Agenda

- A comprehensive study of tuition impacts on student enrollments will provide a foundation of data from which the Board can establish a long-term strategy for tuition changes in the CTC system.
- Analyze access and student achievement rates by socioeconomic background to identify underserved populations and underachieving students.
- Conduct a study of the salary structures across Washington's educational sectors, and in states noted for their global economic competitiveness, to provide the Board background on how salaries paid to faculty and administrators affect the colleges' ability to recruit and retain talented faculty and staff.

SBCTC Proposed 2006-07 Budget With Five Year History

Expenditures	Fiscal Years						0607 (budget)	0607 (budget less office move)
	0102	0203	0304	0405	0506			
FTE Staff	87.86	88.06	88.40	88.29	89.3	93.3	93.3	
SALARIES	\$ 4,748,997	\$ 4,818,730	\$ 4,598,399	\$ 4,777,749	\$ 5,179,659	\$ 5,528,981	\$ 5,528,981	
BENEFITS	1,091,635	1,164,609	1,140,254	1,247,165	1,445,154	1,549,628	1,549,628	
GOODS & SERV	2,641,627	2,213,904	2,612,445	2,526,134	2,552,231	4,260,822	3,015,034	
TRAVEL	347,666	338,487	443,555	513,245	498,190	456,795	456,795	
Total	\$ 8,829,924	\$ 8,535,730	\$ 8,794,653	\$ 9,064,294	\$ 9,675,234	\$ 11,796,226	\$ 10,550,438	
Resources								
STATE APPROP.	\$ 4,444,486	\$ 4,374,995	\$ 4,600,422	\$ 5,110,346	\$ 6,269,457	\$ 5,879,010	\$ 5,879,010	
INDIRECT CHG	373,603	405,260	371,218	285,712	15,893	1,770,696	524,908	
INTERAGENCY	1,367,095	1,334,472	1,062,099	1,284,667	1,141,531	1,346,141	1,346,141	
GRANTS & CONTR.	1,439,209	1,468,320	1,351,681	1,004,652	1,188,823	1,193,336	1,193,336	
LOCAL	1,205,532	952,683	1,409,233	1,378,917	1,059,529	1,607,043	1,607,043	
Total	\$ 8,829,924	\$ 8,535,730	\$ 8,794,653	\$ 9,064,294	\$ 9,675,234	\$ 11,796,226	\$ 10,550,438	

System Expenditures by Fund Source

State General Funds	\$505,015,473	\$ 517,129,660	\$ 499,794,790	\$ 516,849,270	\$ 547,840,510
Tuition	145,847,451	158,956,971	183,924,771	198,630,691	167,940,121
Subtotal	650,862,924	676,086,631	683,719,561	715,479,960	715,780,631
Contract and Local	212,601,309	223,341,823	235,099,322	234,240,112	246,727,896
Total	\$863,464,233	\$ 899,428,454	\$ 918,818,883	\$ 949,720,073	\$ 962,508,527

SBCTC Share of the System Budget

1.02%	0.95%	0.96%	0.95%	1.01%
-------	-------	-------	-------	-------

SBCTC Proposed 2006-07 Budget
By Division

	Actual Expenses 2005-06	Proposed Budget 2006-07	Change	Notes
Administrative Services Division				
Staff	14.9	15.4	0.5	
Salaries	\$ 959,216	\$ 982,180	\$ 22,964	1
Benefits	276,478	283,248	6,770	
Goods & Services	1,073,858	2,245,501	1,171,643	2
Travel	112,861	96,450	(16,411)	3
Total	2,422,413	3,607,379	1,184,966	
Education Services Division				
Staff	49.2	51.3	2.1	
Salaries	\$ 2,780,554	\$ 2,979,831	\$ 199,277	4
Benefits	804,508	888,053	83,545	
Goods & Services	1,051,511	1,609,242	557,731	5
Travel	338,483	317,125	(21,358)	6
Total	4,975,056	5,794,251	819,195	
Financial Services Division				
Staff	25.2	26.6	1.4	
Salaries	\$ 1,439,889	\$ 1,566,970	\$ 127,081	7
Benefits	364,168	378,327	14,159	
Goods & Services	426,862	406,079	(20,783)	8
Travel	46,846	43,220	(3,626)	
Total	2,277,765	2,394,596	116,831	
Grand Totals				
Staff	89.3	93.3	4.0	
Expenditures/Budget	\$ 9,675,234	\$ 11,796,226	\$ 2,120,992	
Source of Funds for Budget:				
State Appropriations	\$ 6,201,362	\$ 5,806,996	\$ (394,366)	9
Capital Appropriation for Staffing	68,095	72,014	3,919	
Distance Ed Charges for Services	851,930	1,220,743	368,813	10
Private / Local Grants / Contracts	522,261	2,431,688	1,909,427	11
Federal Grants	863,054	890,344	27,290	
Interagency Contracts	1,141,531	1,346,141	204,610	12
Payroll System Charge	27,000	28,300	1,300	
TOTAL SOURCES OF FUNDS	\$ 9,675,234	\$ 11,796,226	\$ 2,120,992	

2006-07 Budget Notes

1. Increases for Exec Dir. salary; promotional increases; reduction for one-time retirement cash outs; cola increases; new FT facilities assistant starting in January
2. One-time costs for office move of \$1.2 million
3. Prior year actual reflects higher travel costs associated with executive search
4. New position funded from Customized Workforce program; prior year vacancies for extended periods; cola increases; new FT research position starting in January
5. Changes in contract programs
6. Completion of contract program with significant travel component
7. Shift of position from Ed. Division; promotion, cola increases; new FT research position starting in January
8. Funded increase in AFRS charges; excludes revolving fund charges and related funding
9. One-time funds for office move in prior year
10. Program growth; shift of funding for office move financing in prior year
11. Use of local funds for one-time office move costs; increases to WAOL development costs and distance learning programming; three new FT positions
12. Net of new and completed interagency agreements

2006-07 Office Budget (By Division and Major Function)
STAFF EFFORT (Full-Time Equivalents)

	Administrative Division	Education Division	Finance Division	Totals
Agency Administration				
• Board support, and pure administration of the SBCTC office and functions	3.1	0.4	3.3	6.7
Staff Support				
• Supporting/Assistant role within a single division (& agency-wide IT support)	3.8	8.9	3.3	16.0
Policy Development and Advocacy				
• Policy/Budget development and legislative advocacy/monitoring	4.2	6.6	5.1	15.9
Research and Data				
• Pure research or data mining to support research	0.1	4.2	5.5	9.7
Program Administration				
• Administers program(s)/functions within a division on behalf of the entire system	4.3	31.2	9.5	45.0
Facilities/M&O/Goods and Services/Other				
Total	15.4	51.3	26.6	93.3

2006-07 Office Budget (By Division and Major Function)
Split of Funds (\$)

	Administrative Division	Education Division	Finance Division	Totals
Agency Administration				
• Board support, and pure administration of the SBCTC office and functions	\$287,328	\$44,124	\$230,272	\$561,724
Staff Support				
• Supporting/Assistant role within a single division (& agency-wide IT support)	\$235,549	\$517,970	\$183,072	\$936,591
Policy Development and Advocacy				
• Policy/Budget development and legislative advocacy/monitoring	\$488,459	\$657,974	\$457,284	\$1,603,717
Research and Data				
• Pure research or data mining to support research	\$6,414	\$398,311	\$436,034	\$840,759
Program Administration				
• Administers program(s)/functions within a division on behalf of the entire system	\$344,128	\$2,566,629	\$681,855	\$3,592,612
Facilities/M&O/Goods and Services/Other	\$2,245,501	\$1,609,242	\$406,079	\$4,260,822
Total	\$3,607,379	\$5,794,251	\$2,394,596	\$11,796,226

**2006-07 Office Budget (By Division and Major Function)
Split of Funds (%) w/o the Office Move**

	Health Services Division	Education Division	Finance Division	Totals
Agency Administration				
• Board support, and pure administration of the SBCTC office and functions	2.7%	0.4%	2.2%	5.3%
Staff Support				
• Supporting/Assistant role within a single division (& agency-wide IT support)	2.2%	4.9%	1.7%	8.9%
Policy Development and Advocacy				
• Policy/Budget development and legislative advocacy/monitoring	4.6%	6.2%	4.3%	15.2%
Research and Data				
• Pure research or data mining to support research	0.1%	3.8%	4.1%	8.0%
Program Administration				
• Administers program(s)/functions within a division on behalf of the entire system	3.3%	24.3%	6.5%	34.1%
Facilities/M&O/Goods and Services/Other	9.5%	15.3%	3.8%	28.6%
Total	22.4%	54.9%	22.7%	100.0%

	Health Services Division	Education Division	Finance Division	Total
Historical Division Splits				
2006-07 (without the Office Move)	22.4%	54.9%	22.7%	100.0%
2005-06	25.0%	51.4%	23.5%	100.0%
2004-05	19.3%	59.0%	21.7%	100.0%
2003-04	19.4%	59.0%	21.5%	100.0%
2002-03	16.5%	62.2%	21.3%	100.0%
2001-02	18.6%	61.4%	20.0%	100.0%

Subject (Information)

Socioeconomic Study Report

Background

Washington's Community and Technical Colleges have a highly-regarded data system for collecting student demographic information. However, we have been unable to answer at least two key questions that inform policy:

- What is the socioeconomic status of students who attend community and technical colleges?
- What are the socioeconomic characteristics of people who do not participate in CTC education and training, i.e., who is not coming?

With this in mind, the State Board initiated a study with assistance from the Columbia University Community College Research Center to develop a socioeconomic proxy measure using state population census data and student addresses. The key findings are:

- In the census, each of the three SES variables measured increased from 1990 to 2000 for Washington State. While race is not one of the three variables used in defining SES for purposes of this study, it still matters. Latino Hispanics, Native Americans and African Americans all had lower incomes and less educational attainment than whites or Asians.
- Disaggregating of SES by age groups in the state population showed that adults ages 25 or older, who generally have more work experience and more years of education completed than have younger adults ages 18-24 years, were therefore somewhat more likely to be in the higher and highest and less likely to be in the lower and lowest SES quintiles.
- The fastest changing segment of the population under 18 years of age is young children (under 10 years of age) being born and raised in the two lowest SES quintiles.
- Community and technical colleges provide access and opportunity for every SES quintile. In fact, students supported with state funds as a whole resemble the state population in their SES distribution.
- Students of color, including Latino/Hispanics, Native Americans and African Americans, from every socioeconomic level, participate in college at or near par to the state's profile. For those in the lowest quintiles, participation rates are increasing.
- Community and technical college participation rates for younger students (18-24 years) in the middle to low SES quintiles are outpaced by rates for students in the higher and highest quintiles. The pattern is opposite for older students (25 plus years) where participation rates for students from lower socioeconomic backgrounds outpace rates for students from middle to higher SES backgrounds.
- Running Start grew quickly from 1990 to 2000, serving more students in every SES group. Growth was fastest in the higher SES quintile. Participation in online instruction also is higher for higher SES quintile students.

- Student SES varies greatly by college.
- Tuition rate increases have outpaced growth in median household income in 12 of the past 16 years and tuition as a share of median household income has grown.

Outcome

The State Board will receive an overview of the study, “The Socioeconomic Well-Being of Washington State: Who Attends Community and Technical Colleges,” and will have an opportunity for discussion.

Prepared by David Prince
October 4, 2006

Subject (Information/Discussion)

2009-11 Capital Budget Priorities

Background

The capital budget process is an ongoing cycle. Preparation for the 2009-11 capital budget begins this fall with development of the capital budget instructions that colleges will use to prepare their next project requests. Included in these instructions are project selection and ranking criteria.

The process for developing the selection and ranking criteria begins with an assessment of the last budget process to identify changes that will improve the process, eliminate unintended consequences, and provide guidance in setting direction. The system uses this process to articulate what it wants to incent or disincent and to clearly identify priorities. Historically, this review has been accomplished by a committee of presidents, business officers, and facilities managers. Their recommendations are reviewed and approved by other system groups, and are ultimately approved by the presidents in the spring. Budget instructions are then prepared by the State Board staff and distributed to the colleges in early June.

Within the next month, representatives from the system will begin debriefing the process and priorities of the selection and ranking criteria, ultimately culminating in the development of the criteria to be used in scoring the project requests in 2009-11.

This agenda item is being brought forward now to begin discussion and seek guidance from the Board about their priorities and direction around how future projects should be selected. One goal is to identify key policy implications in relation to the System Direction and to ensure that the criteria developed will bring forward the right projects.

Analysis

Scoring for the 2007-09 project requests was based on several key priorities:

- Protecting the state's investment by making critical capital repairs
- Focusing investments on projects that significantly reduce the capital backlog
- Renovating facilities to accommodate technology needed for 21st century education and training
- Expanding the capacity of campuses to provide current and future students with access to higher education

Additional considerations suggested for discussion in preparation for the 2009-11 requests include:

- Identifying and advancing the State Board System Direction initiatives
- Tying decisions more closely to the college strategic and master plans.

- Increasing support for partnerships in the development and funding of capital projects
- Whether to build facilities that continue to raise the bar on quality
- Continuing to focus investment on stewardship and backlog reduction.
- Considering whether to continue to require 20-year ownership before a renovation or replacement request can be submitted
- Discussing whether to re-think the current approach of allowing colleges to receive more than one project per request
- Reviewing the scoring process itself, and discussing fairness and the appearance of fairness in that process.

Outcome

The Board will be briefed on the capital budget process and setting of priorities through the selection and ranking criteria, and will be asked to begin to consider how its Strategic Direction should be reflected in priorities for the 2009-11 request. Having received this background information, the Board will be asked at its next meeting in December to engage in a discussion of the capital process and priorities. In addition, staff will brief the Board on discussions by the system review committee.

Prepared by Mary Alice Grobins
Revised October 12, 2006