



State Board for Community and Technical Colleges
 SBCTC Office • Cascade Conference Room
 1300 Quince Street SE • Olympia, WA

Study Session Wednesday, February 4, 2009
 2:30 p.m. – 5:00 p.m.

Regular Meeting: Thursday, February 5, 2009
 9:00 a.m. – 12:30 p.m.

February 4 Study Session Agenda

- 2:30 p.m. Call to Order and Welcome**
Erin Munding, Chair
- 2:35 p.m. Legislative Update and Panel Discussion** **Discuss Tab 1**
Chris Reykdal
- 5:00 p.m. Adjournment**
- 6:00 p.m. Dinner for Board Members and Staff**
(Mercato Ristorante, 111 Market Street NW, Olympia)

February 5 Regular Meeting Agenda

- 7:45 a.m. Breakfast for Board Members and Executive Director**
(SBCTC Office)
- 9:00 a.m. Call to Order and Adoption of Agenda** **Action**
Erin Munding, Chair
- 9:05 a.m. Approval of Consent Agenda** **Action Tab 2**
 - a. SBCTC Meeting Minutes, December 4, 2008
 - b. Edmonds CC Property Acquisition
Resolution 09-01-01
 - c. Yakima Valley CC Property Acquisition
Resolution 09-01-02
- 9:10 a.m. Legislative Issues** **Discuss/Action**
Charlie Earl, Executive Director
- 9:25 a.m. Fall Quarter 2008 Enrollment Report** **Discuss Tab 3**
David Prince
- 10:10 a.m. Mission Study Task Force Update** **Discuss Tab 4**
Jan Yoshiwara
- 10:55 a.m. Break**
- 11:05 a.m. Workforce Education Return on Investment Study** **Discuss Tab 5**
Loretta Seppanen
- 11:35 a.m. Director's Report** **Discuss/Action**
Charlie Earl, Executive Director
- 12:05 p.m. Chair's Report** **Discuss**
Erin Munding, Chair
 - **Trustees' Association Report**
Carol Landa-McVicker, TACTC President
 - **Presidents' Association Report**
Don Bressler, WACTC President
 - **State Board "Parking Lot" Update/New Items**
Charlie Earl, SBCTC Executive Director

12:20 p.m. Board Member Notes

Discuss

12:30 p.m. Adjournment

Next Meeting: April 1-2, 2009 ~ State Board Office

1/28/09

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.

Chair – Erin Munding • Vice Chair – Jim Bricker
Sharon Fairchild • Jim Garrison • Jeff Johnson
Tom Koenninger • Lyle Quasim • Beth Willis
Charles N. Earl, Executive Director • DelRae Oderman, Executive Assistant
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STUDY SESSION AGENDA ITEM

February 4, 2009

TAB 1

Topic

Legislative Update and Panel Discussion

Description

One of the duties of the State Board is to submit a single operating and capital budget request of the system, as well as policy legislation that supports the Board's System Direction and the colleges' ability to effectively carry out service delivery.

The budget deficit faced by the State is the dominant theme this legislative session. Budget reductions are forthcoming for the current fiscal year and the next biennium. However, there is still an active session underway with multiple conversations about the role of community and technical colleges in economic recovery and beyond. Furthermore, there are many policy bills being considered by the various standing committees of the Legislature that would have direct impact on the community and technical college system.

Some of the most significant legislation being considered relates to faculty bargaining, faculty increments, and elements of job security for some faculty.

Staff will update the board on budget developments and key pieces of legislation being considered. The second half of the session will be a panel conversation with representation from faculty labor representatives and college presidents to specifically discuss three faculty-related bills.

Key Questions

- What are the policy changes being contemplated by the Legislature that would advance or set back attainment of the Board's System Direction Goals
- What are the key differences in perspective presented by panel members with respect to faculty-related legislation?
- Are there common interests of the stakeholders that could form a singular vision for faculty-related legislation at this point in the session?

Analysis

Attachment A is a list of legislative bills of significant interest to the State Board and the college system. Potential legislation being observed affects tuition, financial aid, education programs, faculty salaries, part-time faculty job security, and more. Staff will bring additional real-time information to the Board during the study session.

Attachment B is a summary of three pieces of legislation being considered by at this time related to faculty bargaining, faculty increments, and elements of job security for some faculty.

Background Information

Attachment A – Legislative Bills of Significant Interest

Attachment B – Faculty-Related Legislation

December Legislative Update:

http://www.sbctc.edu/docs/board/agendas/2008/dec08/tab_7_dec_legislative_budget_update_2.pdf

Outcomes

The State Board will be briefed on active legislation. The Board will also engage in a panel discussion with system stakeholders regarding faculty-related bills.

Prepared by: Chris Reykdal, 360-704-4390, creykdal@sbctc.edu and John Boesenberg, 360-704-4303, jboesenberg@sbctc.edu.

HOUSE BILL ASSIGNMENTS
January 29, 2009

Bill No.	Staff Member Referred To	Sponsor	Priority	Subject
1025	Green	Armstrong	A	Requiring disclosure of certain information relating to higher education course materials.
1069	Henderson	Hunt	A	Restricting light pollution.
1096	Greenough	Hasegawa	A	Enhancing small business participation in state purchasing.
1129	Melby	Kenney	A	Establishing a lifelong learning account steering committee.
1130	Torres-Jimenez	Kenney	A	Convening a work group to develop a single, coordinated student access portal for college information.
1216	Henderson	Dunshee	A	Adopting a 2009-2011 capital budget.
1235	Graham	Wallace	A	Making certain current higher education tuition-setting practices permanent.
1243	Graham	Linville	A	Making 2009 supplemental operating appropriations.
1244	Graham	Linville	A	Making 2009-2011 operating appropriations.
1272	Henderson	Dunshee	A	Concerning state general obligation bonds and related accounts.
1323	Smith-Rubeck	Kenney	A	Providing for coordination of workforce and economic development.
1340	Boesenberg	Conway	A	Modifying collective bargaining law to authorize providing additional compensation to academic employees at community and technical colleges.
1353	Boesenberg	Nelson	A	Regarding employment opportunities at institutions of higher education.
1355	Smith-Rubeck, Copeland, Merkel- Rinke	Probst	A	Establishing the opportunity internship program for high school students.
1376	Henderson	Hope	A	Removing the requirement to purchase art for public buildings during the 2009-2011 biennium.
1395	Smith-Rubeck	Wallace	A	Clarifying terms for workforce and economic development.
1415	Knackstedt	Hasegawa	A	Providing for the sales of wine at the legislative gift center.

Bill No.	Staff Member Referred To	Sponsor	Priority	Subject
1418	Tate	Kagi	A	Establishing a statewide dropout reengagement system.
1423	Boesenberg	Sells	A	Providing for academic employee salary increments for community and technical colleges.
1428	Copeland	Chandler	A	Establishing the field of dreams program.
1446	Ward	Williams	A	Requiring the higher education coordinating board to develop a grant program to encourage training for students studying in the medical field to work with individuals with disabilities.
1451	Henderson, Graham	Dunshee	A	Concerning state general obligation bonds and related accounts.
1452	Henderson, Graham, Howson	Dunshee	A	Concerning economic stimulus.
1454	Henderson, Graham	Dunshee	A	Eliminating the statutory debt limit.
1466	Andreas, Brown	Williams	A	Regarding student fees, charges, and assessments.
1474	Torres-Jimenez	Orcutt	A	Changing border county opportunity program provisions.
1487	Torres-Jimenez	Hunter	A	Regarding resident student classification.
1497	Reykdal, Hough	Hunter	A	Eliminating boards and commissions.
1560	Boesenberg	Conway	A	Regarding collective bargaining at institutions of higher education.
1648	Greenough	Hope	A	Increasing state contracts with veteran-owned businesses.
1675	Andreas	Sells	A	Changing the work experience provisions of the alternative route partnership grant program.
1698	Scroggins	Hudgins	A	Creating a state broadband adoption and deployment authority.
1699	Scroggins	Hudgins	A	Implementing a high-speed internet deployment and adoption strategy for the state.
1700	Scroggins	Hudgins	A	Conducting an inventory of publicly owned high-speed internet infrastructure.
4403	Crabbe	Wallace	A	Providing for the 2008-2018 state comprehensive plan for workforce training.

SENATE BILL ASSIGNMENTS
January 29, 2009

Bill No.	Staff Member Referred To	Sponsor	Priority	Subject
5007	Yoshiwara	McAuliffe	A	Allowing public technical colleges to offer associate transfer degrees.
5041	Greenough	Kilmer	A	Increasing state contracts with veteran-owned businesses.
5048	Smith-Rubeck	Kilmer	A	Providing for coordination of workforce and economic development.
5073	Moore	Zarelli	A	Improving budget transparency by consolidating accounts into the state general fund.
5088	Boesenberg	Jacobsen	A	Regarding salaries for adjunct faculty.
5089	Boesenberg	Jacobsen	A	Requiring an ethical audit of the personnel management systems at community and technical colleges.
5106	Henderson	Hobbs	A	Creating an independent four-year poly-technical college and an investment district to finance it.
5142	Goebel	Regala	A	Improving education and employment opportunities for individuals with criminal convictions.
5163	Henderson	Hobbs	A	Removing the requirement to purchase art for public buildings during the 2009-2011 biennium.
5174	Torres-Jimenez	Shin	A	Providing an incentive to improve on-time graduation rates at institutions of higher education.
5175	Copeland	Shin	A	Changing the Washington college promise scholarship program.
5186	Graham	Stevens	A	Establishing a period of public and legislative review of appropriations legislation.
5188	Tate	Stevens	A	Requiring school districts to provide remedial postsecondary education or to pay for the cost.
5222	Henderson	Fraser	A	Adopting a 2009-2011 capital budget.
5223	Henderson	Fraser	A	Concerning state general obligation bonds and related accounts.
5256	Scroggins	Hargrove	A	Concerning information technology.

Bill No.	Staff Member Referred To	Sponsor	Priority	Subject
5259	Boesenberg	Kohl-Welles	A	Modifying collective bargaining law to authorize providing additional compensation to academic employees at community and technical colleges.
5264	Boesenberg, Reykdal	Kohl-Welles	A	Providing for academic employee salary increments for community and technical colleges.
5316	Crabbe	Jarrett	A	Changing the timeline for the state comprehensive plan for workforce training and education.
5317	Smith-Rubeck	Shin	A	Clarifying terms for workforce and economic development.
5376	Ward	Kauffman	A	Requiring the higher education coordinating board to develop a grant program to encourage training for students studying in the medical field to work with individuals with disabilities.
5384	Henderson	Hargrove	A	Regarding high-performance public buildings.
5405	Torres-Jimenez	Oemig	A	Regarding resident student classification.
5407	Graham	Tom	A	Making 2009 supplemental operating appropriations.
5410	Green	Oemig	A	Regarding the digital learning commons.
5460	Graham	Tom	A	Reducing the administrative cost of state government during the 2007-2009 and 2009-2011 fiscal biennia.
5475	Smith-Rubeck	Kastama	A	Regarding economic development planning.
5554	Melby	Kilmer	A	Regarding the job skills program.
5555	Melby	Kilmer	A	Establishing a lifelong learning account steering committee.
5616	Melby	Shin	A	Connecting business expansion and recruitment to customized training.
8404	Crabbe	Kilmer	A	Providing for the 2008-2018 state comprehensive plan for workforce training.

BACKGROUND INFORMATION ON FACULTY-RELATED LEGISLATION

HB 1353 / SB 5538 - Employment Opportunities at institutions of higher education.

Bill Description: The Faculty and College Excellence (FACE) initiative is a national campaign supported by the American Federation of Teachers (AFT). It is designed to ensure that 75% of undergraduate classes are taught by full time, tenure track faculty; qualified part-time faculty have the opportunity to move into full time positions; and, part-time faculty are equitably compensated. These bills are AFT Washington's version of that initiative.

HB 1353 and SB 5538 require each community and technical college to work collaboratively with its faculty union to develop a conversion plan with the goal of having 75 percent of the state funded faculty in tenured positions by 2015. The plan must be completed by October 1, 2009 and submitted to the State Board each year as a request for a share of the funding for new positions. The plans must state how the college intends to meet its goal through:

- Creating opportunities for part-time instructors to attain full time positions;
- Conversion of classes or assignments left vacant through attrition; or
- Other measures.

The plans should not include terminating currently employed part-time faculty who have taught for at least 3 years.

Addressing the job security provisions of FACE, these bills require collectively bargained processes providing internal non-tenured faculty priority consideration for future assignments and for attaining tenure track positions.

Background: The 1999 Legislature adopted a budget proviso requiring a study of the full- and part-time faculty mix and a plan to reduce reliance on part-time faculty. Each college developed a plan that, if funded and implemented would have added 361 full time faculty positions, increasing the percentage of courses taught by full-time faculty from 57.6 to 64%. A 2001-03 budget request to fund the first 183 conversions followed but was not funded by the Legislature. The 2008 Legislature provided \$500,000 to fund 20 conversions.

Most stakeholders support increasing the percentage of courses taught by full time faculty – agreeing that it will improve student success through providing easier access to instructors. The mix of full- and part-time faculty varies around the state. Currently in the community and technical college system, part-time faculty teach 45% of state funded classes:

- 73% of the Basic Skills courses;
- 37% of the Business, Accounting, IT and Secretarial courses;
- 49% of the Humanities courses;
- 46% of the Math courses;
- 23% of the Mechanics and Engineering courses;
- 45% of the Public Service courses;
- 39% of the Science courses;
- 39% of the Social Science courses.

Part-time faculty teach:

- 36% of the daytime and 72% of the evening on-campus courses;
- 64% of the daytime and 70% of the evening off-campus courses;
- 62% of the Distance learning courses.

Discussion: Advocates for this legislation cite:

- A growing reliance on a contingent workforce (part-time faculty) in higher education and the inequities in salaries and working conditions.
- Studies showing the impact on student success of a heavy reliance on part-time instructors.
- A need to improve job security for part-time faculty through the Legislature, citing their inability to reach that goal through collective bargaining.
- A need to ensure part-time faculty receive priority consideration, such as early notification of openings, guaranteed interviews or other processes.

Opposition is based on the impact on flexibility and service to students of the prescriptive, one-size-fits-all approach of the 75% goal. The goal does not consider changing student needs, the location or time of course offerings. Additionally, concern has been expressed regarding the Legislature's intrusion into the local bargaining process, prescribing the issues and outcomes for the bargaining partners.

HB 1340 / SB 5259 - Modifying collective bargaining law to authorize providing additional compensation to academic employees at community and technical colleges.

Bill Description: Under current law, collective bargaining on faculty salaries is limited to the funds provided by the Legislature in the Appropriations Act. These bills strike that limiting language and add provisions authorizing local trustees to exceed the amount provided by the Legislature.

Background: State law requires college district employers to negotiate with faculty representatives on compensation and working conditions. Salary negotiations, however, are limited to adoption of a salary schedule and distribution of salary increases. This limitation primarily occurs through adopted Appropriations Act language.

All full- and part-time faculty are represented. There are 30 faculty bargaining units (one per district) in the community and technical college system. The American Federation of Teachers (AFT Washington) represent faculty at 19 districts; the Washington Education Association represents faculty at 11 districts. Each bargaining unit and district has its own collective bargaining agreement. While there are similarities, there are important differences. For example, each has adopted a salary schedule and defined how it works. They range from a single column/10 row schedule to grid with over 200 possible salary placements.

As noted, CTC faculty bargaining on salaries is currently limited to distribution of salary increases provided by the legislature through I-732 formula and policy determinations (primarily increments and part-time faculty improvement.

On average:

- 60% of a district's budget comes from state operating dollars, 27% from tuition and fees and 13% from grants and contracts.
- 82% of district expenditures are spent on salary and benefits. Faculty account for 55% of salary expenditures.

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Discussion: All parties agree that faculty are underpaid. Following the Salary Task Force recommendations, the system requested \$63.4 million to improve salaries. However, faculty and college representatives differ on the mechanism for improving salaries.

Advocates believe that the legal ban on bargaining compensation has significantly hurt faculty salaries. To support their position, they cite salary and process comparisons to other public employers. In term of salary, Washington State CTC faculty lag behind faculty salaries paid in the Global Challenge States, Western States and is less than the national average. In terms of process, Washington State's universities and The Evergreen State College were granted authority to exceed the salary amounts provided by the Legislature in 2002. The bargaining partners in K-12 also have the authority to bargain salaries in addition to those provided through the legislatively controlled statewide salary allocation schedule – primarily through adding days and responsibilities.

Supporters expressed belief that the process of negotiating increases will cause a closer examination of the spending choices made by the institution and result in creative solutions that address the problem of low salaries.

Opposition to these bills is based on the following:

- **Colleges do not control a source of revenue to pay for salary increases.** Bargaining for salary at the local level should come with a revenue source that is predictable, stable, and adequate and under the direct control of the management partner at the bargaining table. Colleges have not had, nor do they seek that local revenue authority (taxes or tuition authority).
- **Salary disparity will increase between colleges.** There are already salary disparities between campuses. Local bargaining for salaries that rely on local revenues will increase this disparity since some colleges generate more tuition than others.
- **Salary increases represent a permanent commitment requiring a permanent funding source.** Fund balances are one-time in nature and generally have a specific purpose assigned to them (debt repayment, emergency reserve, etc.). The use of one-time funds to pay on-going salary needs will create a financial cliff and will jeopardize college's financial stability.
- **Legislative funding for increases may lessen or be eliminated.** Once a local bargaining environment has been created, it is easier for the legislature to rely on that local environment to address statewide salary issues that have historically been the responsibility of the state.

- **Agreements were bargained consistent with current law.** If salary issues are being expanded, then the colleges should be afforded the option to start with a clean slate including, tenure, working conditions, seniority, class size and other working conditions.

Those opposed to these bills believe that simply expanding negotiations to include faculty salary increase amounts does not equalize faculty with other public employers. The CTC faculty are in a unique situation in that they receive statute provided COLA increase and job security (tenure), that they have the ability to negotiate the structure and workings of their salary schedules and, while there is no guarantee, they traditionally receive increment and part-time faculty improvement funds.

HB 1423 / SB 5264 - Academic Employee salary increments for community and technical colleges.

Bill Description: Both bills were introduced by request of the State Board. If adopted, they move the faculty increment discussion with the Legislature from a discussion on policy to a one about funding – as any funding provided for increments would be included in the maintenance level budget. The formula included in the bill limits the fiscal exposure to the state and provides budget predictability. When combined with turnover savings, the amount of 8/10 of 1% of faculty salary base provides the funds needed to pay one year's step increases, based on historical averages. The bill also provides for part-time instructors to receive a proportionate share of the funding based on their representation in the faculty salary base. If adopted, system representatives will still need to advocate for funding before the ways and means committees.

Background: Increments or step increases are earned through a locally negotiated combination of professional development and experience. Increments provide an added incentive for faculty to keep current in their field and in teaching. They are also an important retention tool, laying out the process through which faculty can advance through the salary schedule – much like a career ladder in other professions. If funded, the estimated 2009-2011 cost, calculated consistent with the formula described in the bills, equals \$10.2 million.

Discussion: Faculty and college representatives support these bills. Essentially, the legislature is being asked to recognize that it is good policy to motivate faculty to engage in professional development and that it is good policy to encourage retention of great teachers in our classrooms.



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

MEETING MINUTES

December 4, 2008

State Board Members

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

State of Washington
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
Olympia

ACTION INDEX
December 4, 2008

<u>Resolution Number</u>	<u>Description</u>	<u>Page in Minutes</u>
	Adoption of Consent Agenda:	
----	- Approval of State Board Regular Meeting Minutes for October 23, 2008	1
08-12-35	- Approval of Bellevue CC Office Renovation	1
08-12-36	Approval of TIAA-CREF Retirement Savings Plan Modification.	2
08-12-37	Approval of State Board Member Standard of Conduct	2
08-12-38	Approval of System Budget Strategy Directing College Budget Cuts Consistent with OFM	3
08-12-39	Approval of System Budget Strategy Pertaining to Operating and Capital Budget Items	3
08-12-40	Approval of System Budget Strategy Providing the System with Maximum Flexibility in Budget Reductions	3

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

**Regular Meeting Minutes
December 4, 2008
Clark College**

The State Board held a study session on December 3, 2008 from 2:00 p.m. to 5:00 p.m. at Clark College. The following topics were discussed: Legislative Update, Capital Budget Bond and Certificates of Participation, Workfirst Budget Reductions, and System Mission Task Force Update,

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

State Board Members Absent: Jeff Johnson, Reuven Carlyle

CALL TO ORDER AND WELCOME

Chair Erin Munding called the meeting to order at 8:45 a.m. and welcomed those present. Erin thanked the president, trustees, and staff at Clark College for hosting the meeting and the previous evening's dinner prepared by the college's culinary students.

ADOPTION OF AGENDA

MOTION: Moved by Tom Koenninger and seconded by Sharon Fairchild that the State Board adopt its December 4, 2008 regular meeting agenda as presented.

MOTION CARRIED.

HOST COLLEGE PRESENTATION

President Robert Knight welcomed the State Board and staff to Clark College and provided a brief overview of the college. The Board viewed a fun and entertaining video entitled "Penguin Nation" celebrating the college's 75th anniversary. Dr. Knight's presentation focused on current college activities and highlighted enrollment data; faculty, staff and foundation information; operating budget information; capital funding and growth projects; significant accomplishments; issues specific to the college; budget reduction impacts; and options to reduce the budget cuts.

ADOPTION OF CONSENT AGENDA (Resolution 08-12-35)

MOTION: Moved by Jim Bricker and seconded by Jim Garrison that the State Board adopt the consent agenda for its December 4, 2008 regular meeting as follows:

- a) Approval of October 23, 2008 State Board regular meeting minutes***
- b) Resolution 08-12-35 (ATTACHMENT #1) – Bellevue CC Office Renovation***

MOTION CARRIED.

**APPROVAL OF TIAA-CREF RETIREMENT SAVINGS PLAN MODIFICATION
(Resolution 08-12-36)**

John Boesenberg of the State Board staff presented the proposal to modify the State Board sponsored 403(b) retirement savings plan administered by TIAA-CREF to provide for after-tax Roth

contributions. He explained that employees participate on a voluntary basis, with pre-tax contributions being deducted solely from the participating employee's salary. If adopted, this proposal allows participants to make some portion of their retirement savings contributions on an after-tax basis. Providing access to a top quality retirement savings plan is key to attracting and retaining a talented, innovative faculty and staff. Under authority provided by state law, the Board sponsors a mandatory 401(a) employer funded defined contribution retirement plan and a voluntary 403(b) employee funded retirement savings program. The inclusion of a Roth account offers and enhanced benefit option that leads to or maintains competitiveness with other employers and institutions.

TIAA-CREF has agreed to offer the Roth option effective January 1, 2009, and to comply with all recordkeeping and other legal requirements.

MOTION: Moved by Jim Garrison and seconded by Beth Willis that the State Board adopt Resolution 08-12-36 (ATTACHMENT #2) to approve the TIAA-CREF Retirement Savings Plan Modification.

MOTION CARRIED.

**APPROVAL OF STANDARD OF CONDUCT FOR STATE BOARD MEMBERS
(Resolution 08-12-37)**

Board Vice Chair Jim Bricker presented a proposed Standard of Conduct for State Board members that is consistent with state law governing ethics in public service and clarifies additional expectations for Board impartiality and effectiveness.

A draft prepared by State Board Executive Committee members and the Executive Director was distributed to all Board members for their comments at the June 2008 meeting. No revisions were received, and the draft was finalized for formal Board approval at the December 2008 meeting.

MOTION: Moved by Jim Bricker and seconded by Beth Willis that the State Board adopt Resolution 08-12-37 (ATTACHMENT #3) to approve the State Board Member Standard of Conduct.

MOTION CARRIED.

SYSTEM BUDGET STRATEGY (RESOLUTIONS 08-12-38, 08-12-39, 08-12-40)

The Board received a budget update and staff presentation on community and technical college historical funding at its study session the previous day. Board members reviewed and discussed information on the system budget based on the November 2008 revenue forecast and some analysis by the Office of Financial Management to project spending obligations. Led by a substantial slowdown in retail sales tax collections, the state government revenue picture continues to deteriorate. Chris Reykdal of the State Board staff reported that the 2009-11 state budget deficit is now projected to exceed \$5 billion. The Governor has taken steps to reduce budgets in the current fiscal year (2008-09), and community and technical colleges are working to reduce current spending by \$4.1 percent. Furthermore, the Office of Financial Management has asked the State Board to consider the impacts that a 20 percent budget cut would have during the 2009-11 biennium. Governor Gregoire is expected to release her 2009 supplemental budget and 2009-11 biennial budget recommendations during the week of December 15.

The presidents' association (WACTC) held an emergency meeting on November 25 focused exclusively on the budget situation and how the colleges will respond.

Discussion followed regarding the impact of these budget reductions on the system and the State Board office. The conditions under which the State Board and local boards can declare a financial emergency and the timelines involved were reviewed. Given the timelines, staff recommended that the Board act to officially direct the colleges to reduce spending in the current year (FY2009) by a minimum of 4.1 percent of state allocations and to delegate authority to the Executive Director to remove Board earmarks where appropriate to afford colleges maximum flexibility in meeting current-year budget cuts.

In addition, staff recommended an economic stimulus package that includes 2009-11 operating budget request items and a set of capital projects that could be advanced to the construction phase almost immediately. The operating budget items reflect targeted investments that would position the system to contribute almost immediately to economic recovery. The Governor has asked that the college system submit ideas for economic stimulus (both operating and capital). This narrow list of budget additions would be advanced to the Governor and the Legislature as they contemplate a targeted economic stimulus package. A similar concept is being promoted by Governor Gregoire and other governors with the incoming Obama Administration.

At the Board's request, staff also prepared a resolution for consideration requesting that the Governor and Legislature provide the community and technical college system with flexibility and timely authorities that allow colleges to achieve mandated budget reductions.

MOTION: Moved by Beth Willis and seconded by Lyle Quasim that the State Board adopt Resolution 12-08-39 (ATTACHMENT #4) approving a set of operating and capital budget items to be recommended to the Governor for inclusion in an economic stimulus package to help the state recover more quickly and delegating authority to the Executive Director to modify the economic stimulus list as necessary to address changing conditions, cost estimates, project timelines, and other unforeseen issues.

MOTION CARRIED.

MOTION: Moved by Tom Koeninger and seconded by Jim Bricker that the State Board adopt Resolution 12-08-38 (ATTACHMENT #5) directing the colleges to adopt budget cuts consistent with the guidance provided by the Office of Financial Management and including a request to the Executive Director that certain allocation earmarks be reviewed and potentially eliminated.

MOTION CARRIED.

MOTION: Moved by Jim Garrison and seconded by Jim Bricker that the State Board adopt Resolution 12-08-40 (ATTACHMENT #6) requesting that the Governor and Legislature act promptly to provide the college system with maximum flexibility and timely authorities that enable the colleges to achieve mandated budget reductions.

MOTION CARRIED.

DIRECTOR'S REPORT

Executive Director Charlie Earl covered the following topics during his report:

- SBCTC Office Budget Reductions

- Strategic Technology Plan Final Document
- Washington State Quality Awards Update
- Federal Maintenance of Effort Mandate
- Higher Education Coordinating Board Delivery System Redesign
- Other Budget Strategies

CHAIR'S REPORT

Chair Mundinger presented her report:

- **Trustees' Association Report.** TACTC President Carol Landa-McVicker reported on recent and upcoming meetings and activities. She announced that TACTC will sponsor an ITV training session for trustees and presidents on the role of local boards of trustees following a financial emergency declaration per RCW 28B.878. Board members are invited to attend the TACTC winter conference on February 26-27 at the Olympia Red Lion Hotel. A new trustee orientation session is scheduled for February 25 at the State Board office. Carol shared TACTC's Guiding Values, to be used by trustees when advocating for the community and technical colleges and when setting policy for the governance of the colleges.
- **Presidents' Association Report.** WACTC President Don Bressler reported on the November 6-7 WACTC meeting and an emergency meeting of the presidents on November 25 to discuss the budget and the impact of a potential financial emergency declaration by the State Board, to develop common messages, and to continue to develop the presidents' advocacy strategy for decision makers. The presidents will continue their discussions at the next WACTC meeting on December 12.
- **Parking Lot Items.** An updated list of the State Board's parking lot items was presented for review. The Executive Committee of the Board will continue to examine and revise the list following each meeting.

BOARD MEMBER NOTES

Erin Mundinger participated via ITV in a recent meeting of the TACTC Executive and Legislative Steering Committees.

Lyle Quasim will address the next meeting of the Pierce County Coordinating Council. The Council invited Executive Director Charlie Earl to participate in this meeting.

ADJOURNMENT/NEXT MEETING

There being no further business, the State Board adjourned its regular meeting of December 4, 2008 at 11:00 a.m. The Board will hold its next meeting on February 4-5, 2008 at the State Board Offices.

Erin Mundinger, Chair

ATTEST:

Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 08-12-35

WHEREAS, Bellevue Community College is in the process of making renovations for the relocation and remodel of the Institutional Advancement and Payroll/Human Resources Offices; and

WHEREAS, Bellevue Community College Board of Trustees on May 14, 2008, approved the expenditure of local funds to complete the project pending authorization by the State Board; and

WHEREAS, the college has a reserve balance of sufficient local funds for the renovations,

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorizes Bellevue Community College to use up to \$910,000 to make renovations for the relocation and remodel of the Institutional Advancement and Payroll/Human Resources Office.

APPROVED AND ADOPTED on December 4, 2008.


Erin Munding, Chair

ATTEST:


Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 08-12-36

A resolution relating to adoption of revisions to the State Board's 403(b) Retirement Savings Plan Document providing for contributions to be made on an after-tax basis.

WHEREAS, the State Board recognizes the importance of saving for retirement and desires to encourage participation in a retirement savings program; and

WHEREAS, the State Board has statutory authority to assist Community and Technical College system employees save for retirement through sponsoring retirement income plans; and

WHEREAS, the State Board desires to continue its sponsorship of a retirement savings program under Code Section 403(b) funded by voluntary employee contributions; and

WHEREAS, the State Board recognizes the value to some participants of having a portion of their retirement saving distributions not subject to taxes


WHEREAS, the State Board is a government entity not subject to the provisions of the Employee Retirement Income Security Act of 1974 ("ERISA") or subject to certain coverage and non-discrimination provisions of the Code, and whereas the State Board does not intend to voluntarily subject the Plan to any other provisions of ERISA or the Code that are not required of governmental plans;

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges adopts the amendment to its 403(b) Plan Document included as Attachment A, effective January 1, 2009, which is intended to add an after-tax Roth option.

APPROVED AND ADOPTED on December 4, 2008.


Erin Munding, Chair

ATTEST:


Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 08-12-37

A resolution relating to a standard of conduct for State Board members.

WHEREAS, members of the State Board for Community and Technical Colleges are state officers and subject to statutes governing ethics in public service; and

WHEREAS, members determined that a Standard of Conduct is needed to clarify expectations for effective Board participation in addition to ethics; and

WHEREAS, a standard of conduct for State Board for Community and Technical Colleges members should be consistent with Ethics in Public Service, Chapter 42.52 RCW.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges formally adopts the attached SBCTC Board Standard of Conduct.

APPROVED AND ADOPTED on December 4, 2008.


Erin Munding, Chair

ATTEST:


Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 12-08-39

A resolution relating to the 2009-11 operating budget request.

WHEREAS on June 12, 2008, the State Board for Community and Technical Colleges authorized the Director to submit to the Governor a 2009-11 community and technical college system operating budget request for an estimated \$463,000,000, including maintenance level and policy level items; and

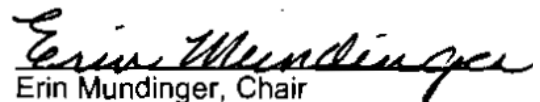
WHEREAS the budget conditions of the state have deteriorated rapidly over the last six months; and

WHEREAS the colleges are a critical investment necessary to achieve better economic prosperity in Washington;

THEREFORE BE IT RESOLVED that the State Board adopt Resolution 12-08-39, approving a set of operating and capital budget items to be recommended to the Governor for inclusion in an economic stimulus package to help the state recover more quickly, Attachment A.

BE IT FURTHER RESOLVED that the State Board delegates authority to the Executive Director to modify the economic stimulus list as necessary to address changing conditions, cost estimates, project timelines, and other unforeseen issues.

APPROVED AND ADOPTED on December 4, 2008.


Erin Munding, Chair

ATTEST:


Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 12-08-38

A resolution directing the colleges to adopt budget cuts consistent with the guidance provided by the Office of Financial Management, including a request to the Executive Director that certain allocation earmarks be reviewed and potentially eliminated.

WHEREAS the global, national, and state economies have deteriorated substantially over the last six months; and

WHEREAS the current state budget deficit for the 2009-11 biennium is currently predicted to exceed \$5 billion; and

WHEREAS the Governor has asked the college system to reduce spending in the current year by \$30,546,901 (4.1% of current-year state appropriations); and

WHEREAS the colleges now have less than seven months to achieve reductions for the current year; and

WHEREAS the Office of Financial Management has asked the college system to consider the impacts of a 20% reduction in state appropriations for the 2009-11 biennium;

THEREFORE BE IT RESOLVED that the State Board directs the colleges to reduce spending by a minimum of 4.1% of current year (FY2009) state allocations.

BE IT FURTHER RESOLVED that the Board delegates authority to the Executive Director to review and remove current-year Board earmarks where appropriate to afford the colleges maximum flexibility in achieving budget reductions. The Director is also encouraged to work with the Office of Financial Management and the legislature to remove budget provisos that restrict colleges from achieving the targeted budget reductions.

APPROVED AND ADOPTED on December 4, 2008.


Erin Munding, Chair

ATTEST:


Charles N. Earl, Secretary

STATE OF WASHINGTON

STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 12-08-40

A resolution requesting that the Governor and Legislature provide the college system with flexibility and timely authorities that allow colleges to achieve mandated budget reductions.

WHEREAS the Governor has asked the college system to reduce spending in the current fiscal year by \$30,546,901; and

WHEREAS the colleges now have fewer than seven months remaining to achieve targeted reductions for the current fiscal year; and

WHEREAS there is a lack of certainty about reduction levels until the Legislature adopts an official 2009 Supplemental Budget followed by the Governor's signature; and

WHEREAS the colleges can provide affected employees with better information and more timely decision making when budget reductions become official;

THEREFORE BE IT RESOLVED that the State Board requests the Governor and Legislature to act promptly to provide the college system with maximum flexibility and timely authorities that enable the colleges to achieve mandated budget reductions.

APPROVED AND ADOPTED on December 4, 2008.

Erin Munding, Chair

ATTEST:

Charles N. Earl, Secretary



REGULAR MEETING AGENDA ITEM

February 5, 2009

TAB 2b

Consent Item Action (Resolution 09-01-01)

Topic

Edmonds Community College - Property Acquisition

Description

Edmonds Community College is in the process of acquiring land currently owned by the Edmonds Community College Foundation (Foundation) located within the master plan boundary of the main campus. The property is across 68th Ave W from the main campus and is adjacent to off campus parking and programs offered at the northeast campus in the leased Beresford Building and state owned Monroe Hall. Acquisitions that exceed \$400,000 require State Board authorization. The college and its board of trustees are requesting authority to purchase approximately .57 acres of land located on the corner of property located at the corner of 68th Ave W and 196th Street SW, Lynwood.

Major Considerations

- The college needs the property for a public purpose.
- The college has adequate funding to make the purchase.
- The purchase price is within the appraised value of the property.

Analysis

On November 13, 2008, the Edmonds Community College Board of Trustees recommended purchase of the property using funds from the local capital account. Edmonds Community College and the college foundation have agreed on a purchase price of \$600,000 for .57 acres of land located at 6728 196th St SW, Lynwood. The Foundation has also committed to donate \$120,000 of the proceeds back to the college. The appraisals came in at \$943,500 and sale agreements have been drafted. General Administration is preparing all documents and will execute the contract upon approval by the State Board.

The property will provide additional expansion for the college parking. This will allow the college to add 60-70 parking stalls to the campus and mitigate some of the require parking by the City of Lynwood associated with development of the Science, Engineering, and Technology Building. Attachment A is the Master Plan Map with the potential expansion locations identified and Attachment B shows the details of the Northeast Campus ad Foundation Lot.

The amount of this purchase is adequately covered by local capital reserves (Fund 147).

Background Information

Attachment A – Master Plan Map with potential expansion locations identified

Attachment B – Map showing detail of the Northeast Campus and Foundation Lot

Recommendation

The staff recommends approval of Resolution 09-01-01, allowing Edmonds Community College to expend up to \$600,000 in local funds to purchase .57 acres of land located at 6728 196th St SW, Lynwood, Lynwood.

Prepared by Thomas Henderson, 360-704-4382, thenderson@sbctc.edu



Long Term Master Plan

200th ST SW

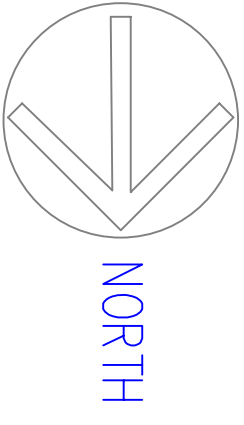
STUDENT HOUSING

Last Forest Gardens

68th AVE W

EDMONDS COMMUNITY COLLEGE
NORTH ENTRANCE

01-12-2009



330'

360'

386'

D

SNOKING ICE ARENA

BERESFORD BUILDING

68th AVE W

NORTHEAST CAMPUS

ELKS CLUB

NORTHEAST CAMPUS
Monroe Hall

196th ST W

FOUNDATION LOT

EDMONDS COMMUNITY COLLEGE
OFF CAMPUS PARKING

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 09-01-01

WHEREAS Edmonds Community College has identified property within the master plan boundary that is available for sale; and

WHEREAS the Edmonds Community College Board of Trustees on November 13, 2008, recommended the purchase; and

WHEREAS the college has a reserve balance of sufficient funds for this acquisition,

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorize Edmonds Community College to use up to \$600,000 to acquire property located at 6728 196th St SW, Lynwood.

APPROVED AND ADOPTED February 5, 2009.

Erin Munding, Chair

ATTEST:

Charles N. Earl, Secretary



REGULAR MEETING AGENDA ITEM

TAB 2c

February 5, 2009

Consent Item Action (09-01-02)

Topic

Yakima Valley Community College – Property Acquisition

Description

Yakima Valley Community College has identified the need to acquire property in the community of Sunnyside to serve and grow educational programs. ABE, ESL and WorkFirst classes in Sunnyside have outgrown or have been displaced from donated space. Much of the donated space is inadequate for education and training programs. These programs together with the community will benefit from a permanent college location which will improve possibilities for expansion. Classes can be offered throughout the day, evenings and weekends. Computer classes can be offered along with tutoring programs and credit classes. Acquisitions that exceed \$400,000 require State Board authorization. The college and its board of trustees are requesting authority to purchase property located at 2590 E. Yakima Valley Highway in Sunnyside.

Major Considerations

- The college has sufficient local funds dedication for this purchase.
- The property will be used to serve the Sunnyside community.

Analysis

On December 11, 2008, the Yakima Valley Community College Board of Trustees recommended purchase of the property using local funds subject to the State Board approval. The acquisition will follow the guidelines established by General Administrations' Division of Real Estate Services and will be approved as to form by the Assistant Attorney General. The anticipated cost for the 4,500 square foot building and 0.57 acres is \$781,000. Minor modifications will be approximately \$50,000.

The property will be used to support and expand ABE, ESL, GED and WorkFirst classes and provide the opportunity to address other educational needs in Sunnyside. The property is identified as Lot 2 on Attachment A and Attachment B provides the floor plan for the building. The college will continue to rent space to Costal Pacific Properties and the Abeyta Nelson Law Firm and Yakima Valley Community College will use approximately 1,600 square feet for an office and educational program space.

Local funds will be used by the college to acquire the property and pay for closing cost. The anticipated funds to complete the purchase and make minor improvements should not exceed \$830,000. Yakima Valley Community College has sufficient reserves to manage the acquisition and improvements.

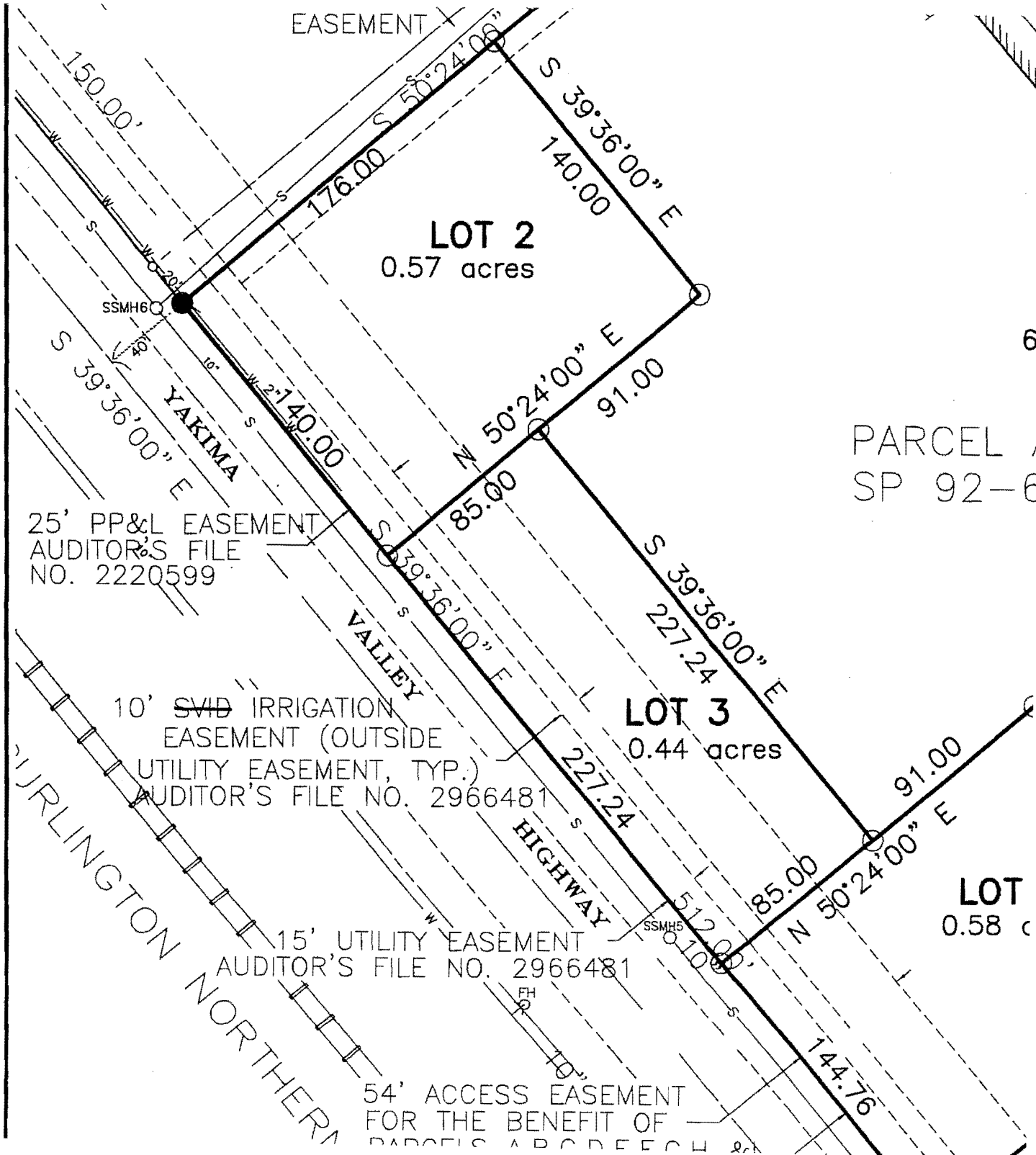
Background Information

Attachment A – Site Map
Attachment B – Floor Plan

Recommendation

State Board staff recommends approval of Resolution 09-01-02, allowing Yakima Valley Community College to expend up to \$830,000 in local funds to purchase and make improvements needed to property located at 2590 E. Yakima Valley Highway, Sunnyside to support and grow Yakima Valley Community College educational programs.

Prepared by: Tom Henderson, 360-704-4382, thenderson@sbctc.edu



LOT 2
0.57 acres

PARCEL
SP 92-6

25' PP&L EASEMENT
AUDITOR'S FILE
NO. 2220599

10' SVID IRRIGATION
EASEMENT (OUTSIDE
UTILITY EASEMENT, TYP.)
AUDITOR'S FILE NO. 2966481

LOT 3
0.44 acres

15' UTILITY EASEMENT
AUDITOR'S FILE NO. 2966481

LOT 4
0.58 acres

54' ACCESS EASEMENT
FOR THE BENEFIT OF
PARCELS ABCDEFCH

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 09-01-02

A resolution relating to Yakima Valley Community College's property acquisition.

WHEREAS, Yakima Valley Community College has a need to support and grow education programs serving place bond individuals in Sunnyside, and

WHEREAS, Yakima Valley Community College's Board of Trustees has approved the transaction subject to State Board approval, and

WHEREAS, Yakima Valley Community College has sufficient local funds to acquire the property and make tenant improvements necessary to house educational programs.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorizes Yakima Valley Community College to use up to \$830,000 to acquire property located at 2590 E. Yakima Valley Highway in Sunnyside.

APPROVED AND ADOPTED on February 5, 2009.

Erin Munding, Chair

ATTEST:

Charles N. Earl, Secretary



REGULAR MEETING AGENDA ITEM

TAB 3

February 5, 2009

Discussion Action

Topic

Fall Quarter 2008 Enrollment Report

Description

Growth in enrollment demand in this changing economic climate and in the face of changing student characteristics have resulted in a dramatic increase in fall 2008 enrollments. Given this high FTES in fall quarter, community and technical colleges are on the path to considerably exceed their annual enrollment targets.

Key Questions

- What are the key factors increasing demand for community and technical colleges this fall?
- How does the economy affect enrollments?
- To what extent will these factors continue to push up enrollment demand for the remainder of the year and into the next biennium?

Analysis

Washington community and technical college enrollments grew in all areas. Fall 2008 marked the highest number of state-supported students (198,474) and FTES (133,919 FTES) enrollments ever served by the community and technical college system and the largest single year growth rate since the late 1970s. FTES enrollments grew by 7 percent – 9,025 FTES. There was growth in all mission areas.

In addition to the economy, FTES increased due to a number of important factors:

- eLearning, saving students time and money for gas and commuting and an increasing choice of younger students, increased 24 percent;
- Worker Retraining, responding to worsening job loss, increased 28 percent over fall 2007;
- I-BEST FTES increased 55 percent;
- The remainder of the FTES growth represents state population growth, higher participation rates and more credits taken by students. For example, 18-19 year old student enrollments increased 2.4 percent more than the FTES needed to keep pace with the population growth.

The Fall enrollment growth suggests that the college system was responsive, flexible and innovative. The system is of critical importance in the current economy and state population. Current trends suggest that the system will serve 6,000 to 7,000 FTES more than colleges are funded to serve. In the critical worker retraining program, enrollment demand will exceed the funding level by 1,500 FTES this year.

Background Information

Attachment A: Fall Quarter 2008 Enrollments

Outcomes

This analysis sets the stage for understanding the factors that lead to enrollment growth. The Board will discuss implications of the actual enrollment level versus the lower level of funded enrollments.

Prepared by: David Prince, (360) 704-4347, dprince@sbctc.edu



Fall 2008 Enrollment Report Washington Community and Technical Colleges

State-supported fall 2008 enrollments reached the highest level in the history of the CTC system. The total state enrollment (133,919 FTES) represents a 9,025 FTE increase over the prior fall, the largest year to year increase since the 1970s¹. Colleges served 198,474 state-supported students.

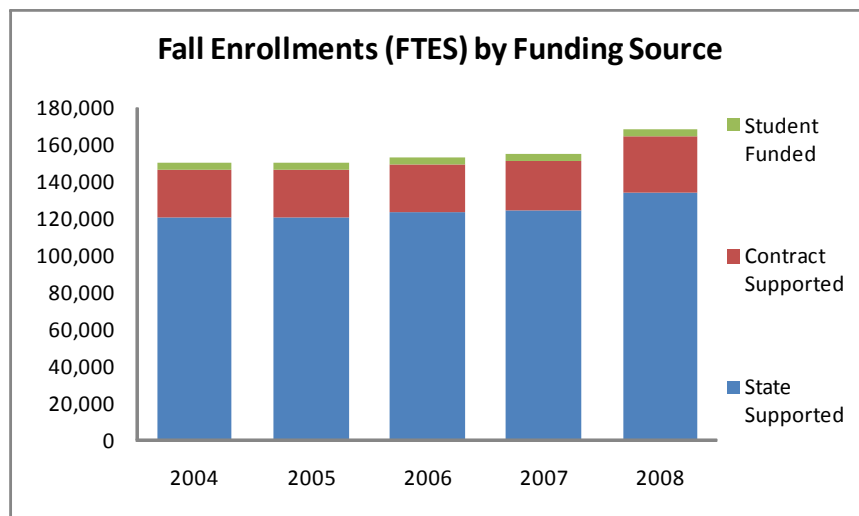
Fall Students in Washington Community and Technical Colleges

More than a quarter of a million students enrolled in the community and technical colleges in fall 2008 (266,703 students) with most of those students - 198,474 students - enrolled in state-supported courses. The students served are very diverse: 31 percent are parents; 51 percent work full or part-time while 20 percent are currently unemployed but seeking work; the median age of students is older than traditional college students at 26 years of age; more than half attend part-time (55 percent taking less than 12 credits); 58 percent of students are female; and students are more race and ethnically diverse than Washington state – 35 students of color (state – 24 percent of color).

Enrollments by Funding Source

State and contract FTES grew dramatically in fall 2008 compared to the past year:

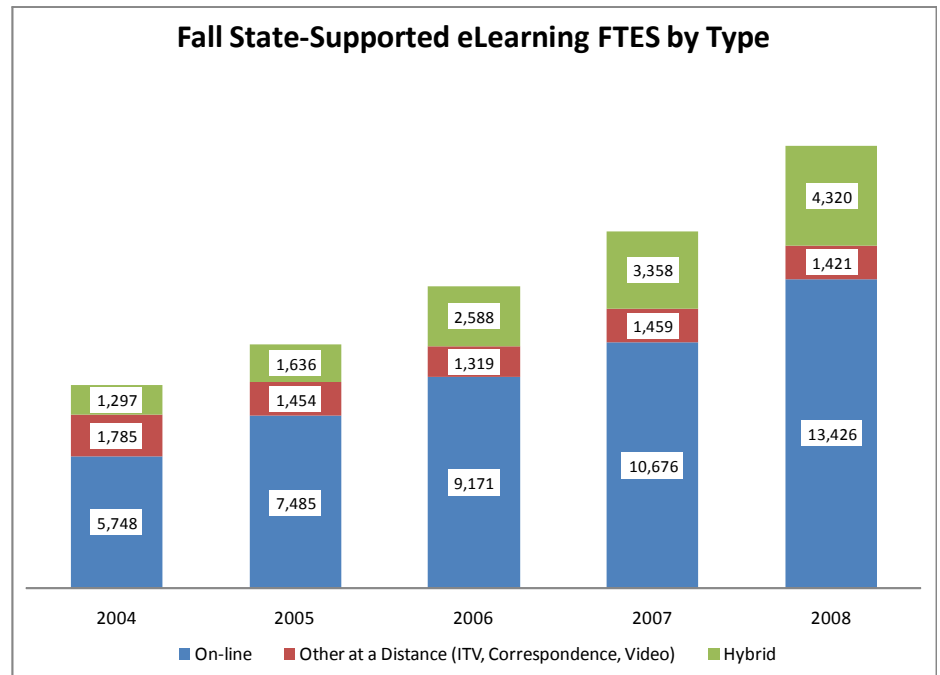
- State-supported FTES, 80 percent of the total FTES, grew by 9,025 FTES or 7.2 percent. State-supported includes the Worker Retraining Program (see page 2 for more details).
- Contract-supported FTES increased by 3,975 FTES, 15 percent. Dual enrollments – high school students taking college courses – represented 49 percent of all contract enrollments (page 3 for more details). Student funded FTES was the only area with no growth this fall, declining by 297 FTES compared to fall 2007.



¹ Excluded from this analysis are 257 fall 2008 Worker Retraining FTES provided by Private Career Colleges.

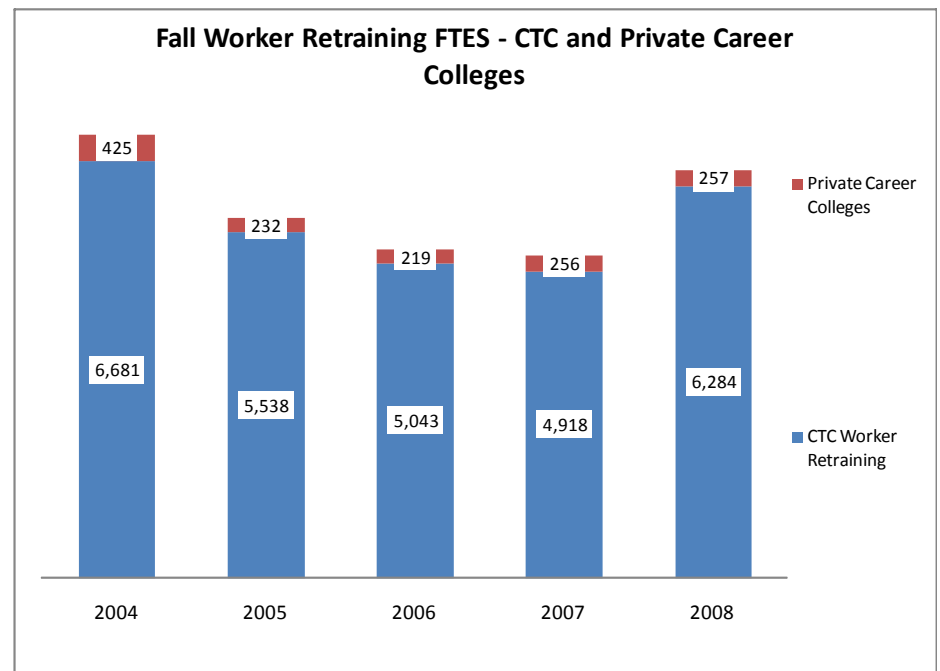
Growth in eLearning

Nearly half the state-supported enrollment growth was accommodated as a result of the 23.7 percent increase in eLearning FTES (on-line, telecourses, two-way video and hybrid (face to face combined with on-line)). This fall, 14 percent of enrollment was via eLearning.



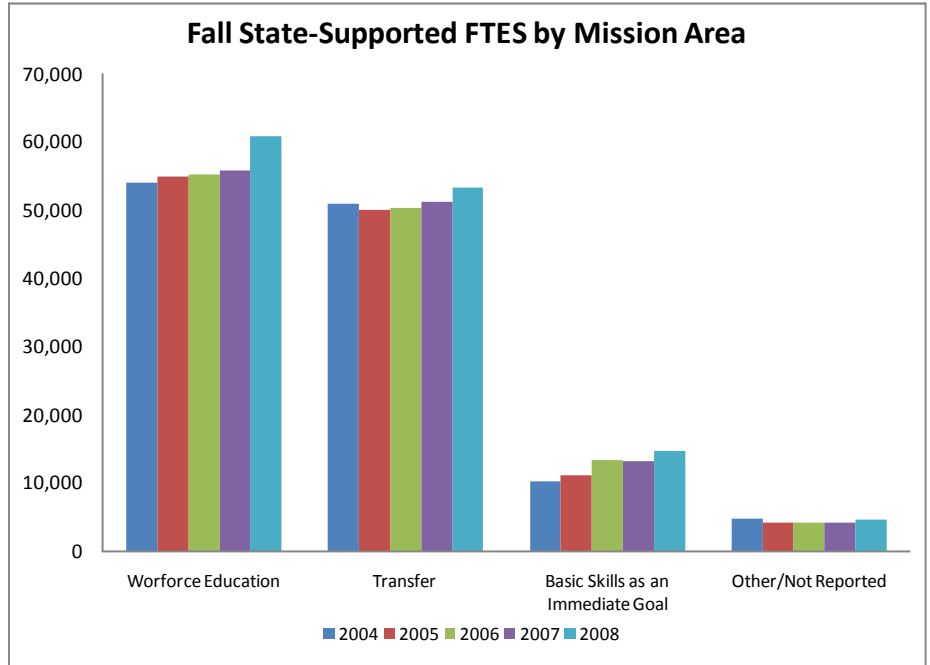
Worker Retraining Enrollments

Worker Retraining FTES increase and decrease based on the extent of job layoffs due to a changing economy. This fall as a result of increasing unemployment, Worker Retraining FTES increased 22 percent. Worker Retraining growth in the CTC system accounted for 15 percent of the 9,025 FTES growth.



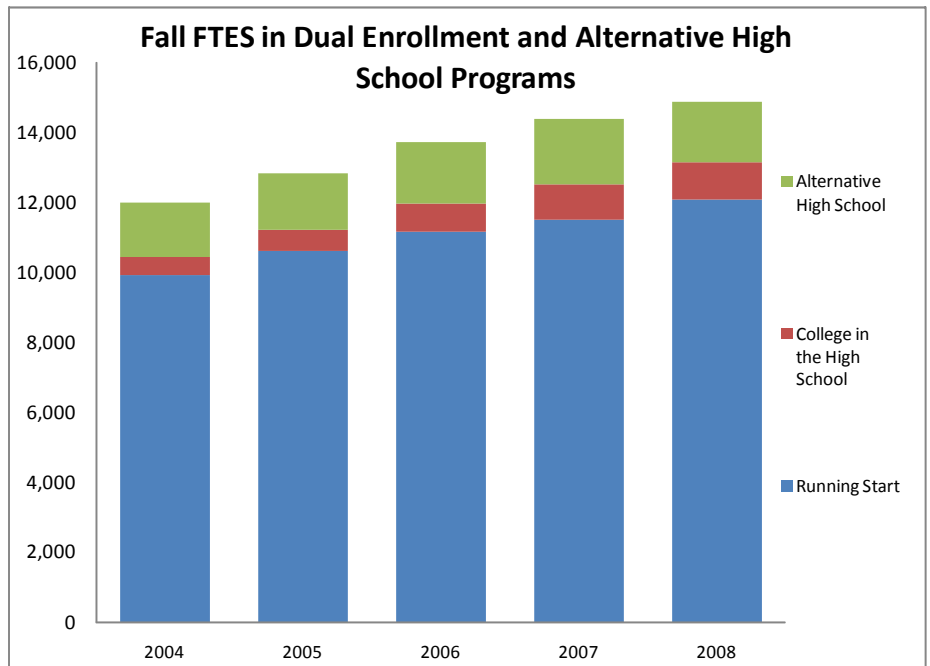
Growth in all Mission Areas

All mission areas grew this fall over the past years. Enrollment growth was across all student demographics. In addition, students are taking slightly more credits this fall compared to fall 2007 (the additional credit equates to a third of a credit more for each student enrolled).



Dual Enrollment and Alternative High School Programs (College and High School)

The FTES generated by high school students in college-level and alternative high school courses continues to increase. Dual enrollment programs allow high school students to complete requirements for high school graduation while they get a head start on college. Ten percent of high school juniors and seniors (15,580 students) enrolled in the largest dual enrollment program – Running Start.



Transfer and Workforce Mission Fall State-Supported FTES by College

	Workforce Education			Transfer		
	Fall 2007	Fall 2008	% Change	Fall 2007	Fall 2008	% Change
Bates	3,183	3,960	24%	16	25	58%
Bellevue	2,259	2,466	9%	4,420	4,556	3%
Bellingham	1,658	1,841	11%	-	-	
Big Bend	709	538	-24%	724	808	12%
Cascadia	176	210	19%	1,074	1,270	18%
Centralia	640	653	2%	790	772	-2%
Clark	2,573	2,779	8%	3,124	3,248	4%
Clover Park	3,284	3,295	0%	24	33	38%
Columbia Basin	1,562	1,852	19%	2,961	2,948	0%
Edmonds	1,664	1,882	13%	2,513	2,483	-1%
Everett	1,760	1,789	2%	2,053	2,075	1%
Grays Harbor	662	682	3%	437	515	18%
Green River	1,202	1,493	24%	2,452	2,540	4%
Highline	1,392	1,422	2%	2,255	2,180	-3%
Lake Washington	2,040	2,317	14%	211	283	34%
Lower Columbia	1,199	1,598	33%	840	786	-6%
Olympic	1,970	2,200	12%	1,946	2,062	6%
Peninsula	670	794	18%	564	613	9%
Pierce Fort Steilacoom	1,322	1,470	11%	1,722	1,708	-1%
Pierce Puyallup	608	744	22%	1,074	1,126	5%
Renton	2,283	2,572	13%	187	113	-39%
Seattle Central	1,736	1,775	2%	2,182	2,308	6%
Seattle North	1,482	1,571	6%	1,492	1,456	-2%
Seattle South	2,073	2,137	3%	1,052	1,175	12%
Seattle Voc Institute	389	403	4%	1	2	80%
Shoreline	1,989	2,095	5%	1,934	2,018	4%
Skagit Valley	1,696	1,675	-1%	1,416	1,621	15%
South Puget Sound	1,295	1,534	18%	1,739	1,868	7%
Spokane	4,028	4,215	5%	1,476	1,404	-5%
Spokane Falls	2,102	2,312	10%	3,511	3,590	2%
Tacoma	1,482	1,619	9%	2,216	2,499	13%
Walla Walla	1,624	1,722	6%	862	958	11%
Wenatchee Valley	869	1,129	30%	1,110	1,195	8%
Whatcom	749	757	1%	1,615	1,793	11%
Yakima Valley	1,665	1,521	-9%	1,301	1,381	6%
System Total	55,993	61,021	9%	51,292	53,412	4%

State-Supported Basic Skills Fall FTES by College

(Note that some basic skills FTES are taken by students enrolled for transfer or workforce and thus are also counted in the Transfer and Workforce Mission FTES)

	Fall 2007	Fall 2008	% Change
Bates	106	233	120%
Bellevue	440	414	-6%
Bellingham	131	190	45%
Big Bend	214	253	18%
Cascadia	124	102	-18%
Centralia	389	456	17%
Clark	879	846	-4%
Clover Park	165	233	41%
Columbia Basin	681	685	1%
Edmonds	728	805	11%
Everett	678	784	16%
Grays Harbor	351	320	-9%
Green River	750	837	12%
Highline	1,828	2,081	14%
Lake Washington	455	523	15%
Lower Columbia	484	675	39%
Olympic	265	288	9%
Peninsula	267	259	-3%
Pierce Fort Steilacoom	444	500	13%
Pierce Puyallup	328	388	18%
Renton	1,145	1,356	18%
Seattle Central	869	960	10%
Seattle North	669	730	9%
Seattle South	682	776	14%
Seattle Voc Institute	241	203	-16%
Shoreline	444	597	34%
Skagit Valley	468	442	-6%
South Puget Sound	210	262	25%
Spokane District	1,988	2,219	12%
Tacoma	360	423	18%
Walla Walla	328	302	-8%
Wenatchee Valley	238	380	60%
Whatcom	114	149	31%
Yakima Valley	901	807	-10%
System Total	18,363	20,476	12%



REGULAR MEETING AGENDA ITEM

TAB 4

February 5, 2009

Discussion Action

Topic

Mission Study Update

Description

In September 2008, the Board commissioned a task force to examine how well the college system is serving the people of Washington State, identify future needs, and recommend policies and strategies to meet those needs. The Mission Study Task Force held its second meeting on January 13, 2009. There was substantial discussion about an efficiency analysis requested by the Board. In addition, further data was provided about the future needs of the state's economy for skilled workers and a longer term enrollment projection for the college system.

Key Questions

- Will the proposed efficiency analysis work plan provide a framework for policy decisions by the Board?

Efficiency Analysis

The goal of the efficiency analysis is to identify the most promising strategies for improving student achievement and reducing costs. The task force discussed ideas to examine criteria for evaluating those ideas, and a process and timeline for vetting those ideas with college system groups for analysis and recommendations. Categories of ideas included educational program delivery, administrative functions, increasing revenue, governance, and government accountability. A work plan for the efficiency analysis portion of the Mission Study is provided in Attachment A.

The task force plans to work on criteria to evaluate the efficacy of merging college districts over the next several meetings. The approach to this analysis is to identify models of college district governance used in Washington State and elsewhere in the country, and evaluate those models against a set of considerations, including: accreditation requirements, impact on students, programmatic efficiencies, faculty contracts, potential financial savings, and local college and community identity.

Demographic Needs and Enrollment Projections

The task force also reviewed a preliminary analysis of enrollment demand based on longer term population growth and the age characteristics of that growth. In addition, demand was estimated for a new effort by the community and technical college system, applied bachelor's degrees. A summary of educational attainment and population growth analyses is provided in Attachment B.

Task Force Members

Consistent with the work plan discussed with the Board in October, the Mission Study Task Force is composed of State Board members, college trustees, college presidents, faculty representatives and State Board staff. A list of members is provided in Attachment C.

Background Information

Attachment A: Mission Study Efficiency Analysis Revised Work Plan

Attachment B: Mission Study Summary of Findings to Date

Attachment C: Mission Study Task Force Members

September Board agenda item on the Mission Study:

http://www.sbctc.edu/docs/board/agendas/2008/sept08/tab_4_ctc_mission_study_complete.pdf

October Board agenda item on the Mission Study:

http://www.sbctc.edu/docs/board/agendas/2008/oct08/tab_1_mission_study.pdf

December Board agenda item on the Mission Study:

http://www.sbctc.edu/docs/board/agendas/2008/dec08/tab_3_mission_study.pdf

Outcomes

Board members will have an opportunity to discuss the efficiency analysis and data findings to date for the Mission Study.

Prepared by: Jan Yoshiwara, 360 704-4353, jyoshiwara@sbctc.edu

Mission Study Task Force
January 25, 2009

**Strategies to Maximize Student Achievement
and Efficient Use of System Resources**

The overall goal of the System Direction is to raise educational attainment for Washington’s adult population.

The goal of this analysis is to identify the most promising strategies for maximizing opportunities by the college system for student access and achievement with fewer resources.

Criteria for Evaluating Strategies

1. Provide a short description of the features of the strategy.
2. How does this strategy benefit student access and achievement?
3. How does this strategy provide financial benefit to colleges and to the system as whole?
4. Are the financial savings short term? Long term?
5. What are the implementation issues, such as impacts on college accreditation, local community, local political support?
6. Is implementation a local decision or state decision?
7. What timeline is required for implementation (within 2009-11 or longer term)?
8. Do you think this strategy has enough promise that further analysis should be done?

Strategies

Process:

January-May, 2009	Potential strategies developed and evaluated by WACTC committees (Technology, Education, Operating Budget) and system groups by request of the WACTC committees, with support from State Board staff
Mid April	Interim reports from WACTC committees to Mission Study Task Force
Mid May	Analysis and recommendations from WACTC committees provided to Mission Study Task Force

Potential Strategies:

The following is a list of ideas that have emerged over the past two months through discussions by the Mission Study Task Force, WACTC or State Board. Additional ideas from WACTC committee discussions may be added and included in the recommendations.

Education program delivery: eliminate unnecessary duplication of courses and programs; expand eLearning capacity; expand applied baccalaureate degrees; increase credits for prior learning; increase class size; improve student retention. *WACTC Education Committee*

Administrative functions: increase use of technology solutions such as common active directory for all colleges; centrally managed email, email archiving and public records requests for email; single Tier One help desk; unique student identifier. *WACTC Technology Committee*

Increase revenue: per credit tuition; Running Start funding; reduce tuition waivers; course and services fees; converting courses and programs to self-support; increase partnerships with businesses, universities, foundations. *WACTC Operating Budget Committee*

Governance: share functions regionally; merge college districts. *Mission Study Task Force*

Government accountability: budget provisos and earmarks; grant and plan requirements for targeted funds; travel to system meetings; program and financial audits; state government requirements for facilities, surplus assets, personal services contracts, and travel; streamline college business practices. *State Board staff, Commissions and Councils.*

Community and Technical College Mission Study Summary of Findings to Date

January 23, 2009

Educational Attainment in Washington State

- Despite an overall high education level in Washington, the 36% of adults born in the state are less likely to have an Associates' degree or higher than those not born in the state
- Adults under 25 have less educational attainment if they are:
 - From low income families
 - Male
 - Have no high school diploma
 - Need English as a Second Language (ESL) training
- Adults 25 to 64 have less educational attainment if they are:
 - From rural Southwest and Central Washington
 - Hispanic or Native American
- Those adults less likely to attend college in Washington are:
 - Those in Central Washington communities and some Southwest Washington communities
 - Younger adults from lower income families
 - Males
 - Adults without a HS diploma or who need ESL training
 - While Hispanic or Native Americans attend college classes at parity with % in population, a higher than parity level participation is needed given current low education attainment levels.

Population Growth

- Due to population growth about 45,000 additional students will seek enrollment in community and technical colleges by 2028 (about 22,000 additional FTEs)
- Overall enrollments will shift to an older student population
 - One fourth of the growth will be among traditional age college students
 - One fourth among younger adults (25-34 years old)
 - Half of the growth will come from adults 35 and older
- Applied bachelors degrees at community and technical colleges could grow to 2,400 students (1,900 FTEs) over the next 10 years
 - To keep up with growing number of technical degrees earned and increase transfer opportunities for technical degree graduates
 - Means broader range of degree programs, additional colleges

**Community and Technical College System
Mission Study Task Force Members**

State Board members

Jim Garrison, chair
Sharon Fairchild
Jeff Johnson
Beth Willis

Trustees

Tom Gaffney, Everett Community College
Bob Myers, Wenatchee Valley College
Sue Cole, Whatcom Community College

Presidents

Jean Floten, Bellevue Community College
Tom Eckert, Bellingham Technical College
Pamela Transue, Tacoma Community College
Scott Morgan, Institute for Extended Learning, Spokane Community College District

Faculty

Tim Allwine, Lower Columbia
Mike Dodge, Olympic (Poulsbo)
Two additional members in process

State Board staff

Charlie Earl
Jan Yoshiwara

Staff to Task Force

Loretta Seppanen
Susan Howson
David Prince
Deborah Stephens
Carmen Stewart



REGULAR MEETING AGENDA ITEM

TAB 5

February 5, 2009

Discussion Action

Topic

Report on the Workforce Education Return on Investment Study

Description

The Workforce Education Return on Investment Study was designed to describe professional and technical program contributions to students' earnings and regional economies within the state. The purpose of this agenda item is to present the report's conclusions.

Key Questions

- *Are the findings that workforce programs contribute substantially to student earnings and regional economies consistent with Board goals?*
- *Can these descriptions of the workforce program contributions be used to advance the State Board's Legislative requests?*

Analysis

Context for the Return on Investment Study

The purpose of the study was to regionally describe the costs, benefits, and returns of community and technical college workforce programs in the State of Washington. The Trustees' Association of Community and Technical Colleges (TACTC) contracted with Economic Modeling Specialists, Inc. (EMSI) to create an economic model to answer the following questions:

1. Does it make economic sense for students to attend college?
2. Does the public benefit from investing in college programs?

Approach

State Board staff provided FY2006 student data categorized into eight economically distinct regions for the state. Each region is served by no fewer than two community or technical colleges. High demand workforce programs were identified in each region that enrolled enough participants to yield reliable results when variables were evaluated in the study model.

EMSI then incorporated costs to the students to participate in specific college programs (tuition and foregone earnings), as well as costs to taxpayers to fund these programs. The researchers then compared these costs to the short- and long-term impact on students' earnings as well as the increased tax revenues and decreased social costs for the state within the eight regions as a result of student participation in workforce education programs.

The study presents benefits in four ways:

1. Student earnings increases –
 - a. Within 2.5 years after participants leave a college program and
 - b. Throughout participants' working years until age 65.
2. Tax revenue increases –
 - a. Within 2.5 years after participants leave a college program and
 - b. Throughout participants' working years until age 65.
3. Rate of return from both student and taxpayer perspectives
4. Pay-back period for the investment

Conclusions

When reviewing the community and technical college system as a provider of higher education programs that meet the economic needs of various regions in Washington, three general conclusions can be drawn:

1. Community and technical colleges play a significant role as part of the foundation for the state's skilled labor force. This skilled workforce, in turn, becomes more productive, allowing the state to be more competitive in a global economy.
2. Workforce programs that focus on healthcare, business, design, and technical work result in significantly higher lifetime earnings for students.
3. Increased student earnings result in a larger tax flow stream into the state's budget. This flow further allows for increases in other forms of investment. Support for the state's community and technical colleges provide a rate of return that is considerably higher than the average for public investments.

Background Information

Attachment A: Workforce Education Return on Investment Study - Statewide Results
Copies of the full report will be made available to Board members.

Recommendation/Outcomes

At the Board meeting, a summary of the study's purpose and findings will be provided by Loretta Seppanen. Board members will have an opportunity to discuss the report.

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Workforce Education Return on Investment Statewide Results

Although program and regional differences were noted in the study, analysis of student participation, program costs, and benefits for students and the entire state indicate a positive return on investment.

- Student gains:
 - The average student makes \$5,500 more in the first 2.5 years after leaving the two-year college system than if he or she had not enrolled in a professional and technical program.
 - Program participants (students who earn a certificate or degree and those who leave before completing their programs) gain \$67,600 throughout their careers due to their studies.
 - Students who complete their program earn an additional \$116,000 throughout their careers.
 - The rate of return for students' investment of time and money is 43 percent.
 - It takes only 1.4 years for students to regain their tuition costs and foregone earnings.
- State gains:
 - By the time participants reach the age of sixty-five, taxpayers will benefit from a net gain of over \$148.7 million in excess of their initial investment of \$198.5 million for the cost of the programs.
 - This is equivalent to a 7 percent rate of return.
 - It takes about 10.9 years, on average, for the public to regain their investment in community and technical college program costs.