

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

MINUTES OF MEETING

March 11, 2004

State Board Members

**Tom Koenninger (Chair), Vancouver
Sharon Fairchild, Spokane
Jim Garrison, Mt. Vernon
Paul Hutton, Issaquah
Al Link, Silverdale
Erin Munding, Omak
Jane Nishita, Seattle
Carolyn Purnell, Seattle
José Ruiz, Anacortes**

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

State of Washington
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
Olympia

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March 11, 2004

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

**Regular Meeting Minutes
March 11, 2004**

[Note: The State Board held a study session on March 10, 2004, from 1:00 p.m. to 5:00 p.m. at South Puget Sound Community College to discuss the following topics: 1) K-12 Education Reform, 2) Tuition Impact Study, 3) Changes in Tuition Waivers, and 4) Community & Technical College Role in Access to the Baccalaureate Degree.]

State Board Members Present: Tom Koenninger (Chair), Sharon Fairchild, Jim Garrison, Paul Hutton, Al Link, Erin Mundinger, Carolyn Purnell, Jane Nishita

State Board Member Absent: José Ruiz,

CALL TO ORDER

Chairman Tom Koenninger called the meeting to order at 8:15 a.m. and welcomed those present.

ADOPTION OF AGENDA

***MOTION:** Moved by Jane Nishita and seconded by Paul Hutton that the State Board adopt its regular meeting agenda of March 11, 2004 as presented.*

MOTION CARRIED.

APPROVAL OF MINUTES

***MOTION:** Moved by Erin Mundinger and seconded by Jane Nishita that the State Board approve its regular meeting minutes of January 22, 2004, as presented.*

MOTION CARRIED.

HOST COLLEGE PRESENTATION

President Ken Minnaert and Board of Trustees Chair Teri Murphy welcomed the State Board and staff to South Puget Sound Community College and updated the group on recent college activities and projects, including the March 12 Washington All-Academic Team Reception and two new construction projects: the Family Education Building, which will house daycare and parent education programs, and the Center for the Arts, which will house two theaters, museum and classroom space. The Board also heard a brief presentation on the SPSCC Center for Continuous Learning located at the Hawks Prairie Center in Lacey.

DIRECTOR'S REPORT

Executive Director Earl Hale and staff reported on the following items:

- **National Collaborative Report.** Sandy Wall reported on recent meetings and activities of the National Collaborative Group Advisory Committee and distributed copies of a report issued by the group entitled "A Public Agenda for Higher Education in Washington."
- **Legislative Status Report.** Mary Alice Grobins, Tom Henderson, and Chris Reykdal briefed the Board on the current status of the supplemental operating and capital budgets and reviewed allocation methodology.
- **Cascadia Community College Recognition (Resolution 04-03-08).** Earl Hale presented for the Board's consideration a resolution in support of Cascadia Community College. Suzanne Ames, Cascadia Community College Director of Communications, accepted the resolution on behalf the college and thanked the Board for its continued support.

MOTION: Moved by Jane Nishita and seconded by Al Link that the State Board adopt Resolution 04-03-08 (SEE ATTACHMENT #1) commending Cascadia Community College for its innovative approaches to student learning and success, its commitment to the needs of the community, its successful transfer and job placement of students, and its successful development as the newest community college district in the state.

MOTION CARRIED.

CHANGES TO TUITION WAIVERS (Revised Resolution 04-03-03)

Mary Alice Grobins of the State Board staff presented recommendations to change basic skills and apprenticeship waivers and to encourage colleges to review their local optional waiver activities, giving consideration to needy students. The recommendations and related background materials included under Tab 7 were reviewed and discussed by the Board at its study session the previous day. At that time, the Board also received public comment on the recommendations and the proposed draft WAC rule modifications resulting from the recommended waiver changes.

At its January 2004 meeting, the State Board engaged in a policy discussion about system waivers as part of a system-wide waiver review that has been underway since Fall 2003. The Board received a briefing by staff on findings and waiver options developed by system task forces last fall and board recommendations from college presidents who have served on a waiver policy committee. Public discussion and comments about those recommendations were also received at the January meeting. Subsequent to the January

meeting, the presidents' and trustees' associations, the deans of instruction and student services, and business affairs commissions also conducted policy discussions about the waiver recommendations.

Mary Alice noted that the staff recommendations presented for approval by the Board are based upon the full extent of the waiver review over the past six months, issues and comments that have been raised, and research that has been conducted. The recommended waiver changes require revisions to the Washington Administrative Code, which will be brought to the State Board for public hearing and adoption at its May meeting.

Discussion followed on the proposed recommendations and resulted in the following actions:

MOTION: Moved by Al Link and seconded by Erin Mundinger that the State Board adopt Resolution 04-03-03 changing the current basic skills and apprenticeship course waivers effective Fall Quarter 2004, encouraging college districts to review their local optional waivers, giving consideration to needy students, and directing staff to prepare Washington Administrative Code and policy and procedure changes necessary to implement this action.

MOTION: Moved by Al Link and seconded by Paul Hutton that the State Board amend Resolution 04-03-03 to direct staff to: develop options for using federal and new state funds to address the tuition waiver funding disincentive for colleges to offer basic skills instruction; develop options for using federal and new state funds to address the tuition waiver funding disincentives for students and for colleges to offer apprenticeship training; convene an implementation system task force to identify methods for collecting tuition for basic skills and providing need based waivers consistent with the Board's goals for maintaining the basic skills mission of the college system and access for people who need adult literacy and English as a Second Language instruction; and report back in one year on the actual waiver levels for apprenticeship training.

MOTION CARRIED.

MOTION: Moved by Erin Mundinger and seconded by Jane Nishita that the State Board for Community and Technical Colleges adopt Resolution 04-03-03 (ATTACHMENT #2) regarding tuition waivers as amended.

MOTION CARRIED.

PUBLIC HEARING/PERMANENT RULE ADOPTION: WAC 131-16 PROFESSIONAL-TECHNICAL FACULTY CERTIFICATION PERSONNEL STANDARDS (Revised Resolution 04-03-04)

In accordance with the Open Meetings Act, the Board held a public hearing on a proposed permanent WAC rule adoption related to professional-technical faculty certification personnel standards. The Board received public testimony and written comments on the proposed WAC rules prior to taking action on the proposed revisions.

At its January 2004 meeting, the State Board was provided with information on the proposed professional-technical faculty certification WAC revision in preparation for a public hearing in March. The Board also received public comments on the draft WAC revision at its January meeting.

Jim Crabbe of the State Board staff explained that the Board is required by state law to establish qualifications and credentials for faculty. Because colleges prioritize hiring faculty with work experience in the occupation they are to teach, some professional-technical faculty lack the usual college credentials in the form of college degrees. The proposed WAC revision enables them to teach in the community and technical colleges because of their professional expertise, work experience, or alternative credentials. The WAC also ensures that they remain current in their professional venues and establishes a process for regular professional development.

The community and technical college system developed and validated professional-technical skill standards that were published in June 2000. In 2001, a system task force of faculty and instructional administrators began work to revise State Board rules on certification to align the certification requirements with the new faculty skill standards. Jim commented that the proposed WAC rule change provides greater flexibility for colleges on qualifications for new professional-technical faculty, clarifies requirements, and provides for continuous professional development of faculty. The Workforce Education Council, the Instruction Commission, and the presidents' association endorse its approval. Jim outlined the major revision points for the Board's consideration.

Discussion followed on the proposed revisions and resulted in the following actions:

MOTION: Moved by Erin Mundinger and seconded by Jane Nishita that the State Board approve Resolution 04-03-04 adopting proposed Professional-Technical Faculty Certification WAC revisions, Chapter 131-16 Personnel Standards

MOTION: Moved by Al Link and seconded by Carolyn Purnell that the State Board amend Resolution 04-03-04 to form an oversight committee for three years following implementation to evaluate the results of the revised professional-technical faculty certification process to consist half of professional-technical faculty appointed by the unions and half of administrators and State Board staff to prepare a report for the State Board for its June 2005, 2006, and 2007 meetings.

MOTION CARRIED.

MOTION: moved by Jim Garrison and seconded by Erin Mundinger that the State Board approve Resolution 04-03-04 (ATTACHMENT #3) regarding Professional-Technical Faculty Certification WAC revisions, Chapter 131-16 Personnel Standards as amended.

MOTION CARRIED.

STRATEGIC POSITION ON KEY POLICY ISSUES (Resolution 04-03-05)

Sandy Wall presented for the Board's consideration a strategic position document entitled "Opportunity, Education and Washington's Economic Future," that represents the system's collective thinking on a variety of critical policy issues. The document was compiled by the State Board staff in collaboration with presidents, trustees, State Board members, and faculty unions. It will be used in a variety of ways to describe the state's needs related to higher education, how the two-year colleges are responding to these needs, a picture of what is working well and what areas need some work, and what resources are needed to address these state needs.

The strategic position document is intended to be a resource to use with a wide audience to describe the current system, to paint a picture of the future and the pressures the system is facing with increasing demand and diminishing resources, and to provide policy makers with an understanding of the scope of services provided by two-year colleges in their local communities.

Board members also received a strategic position summary paper and bullet points to use for meetings and presentations.

MOTION: Moved by Carolyn Purnell and seconded by Jane Nishita that the State Board approve Resolution 04-03-05 (ATTACHMENT #4) adopting the strategic position of the community and technical college system on key policy issues and moving aggressively to an implementation and communication stage.

MOTION CARRIED.

CONSENT ITEMS (Resolutions 04-03-06, 04-03-07)

MOTION: Moved by Erin Mundinger and seconded by Carolyn Purnell that the State Board approve the consent agenda as follows:

- a) Resolution 04-03-06 (ATTACHMENT #5) authorizing Whatcom Community College to spend up to \$3.1 million in local funds to construct a soccer field, expanded parking, and storm water improvements.***
- b) Resolution 04-03-07 (ATTACHMENT #6) authorizing Seattle Central Community College to spend up to \$1.3 million in local funds or allow for purchase using Certificates of Participation should legislative authorization be included in the 2004 supplemental capital budget.***

MOTION CARRIED.

CHAIR'S REPORT

Chairman Tom Koenninger and others reported on the following items:

- **Trustees' Association Report.** TACTC President Helen Malone thanked Tom Koenninger for participating in the TACTC Fall Conference and reported that conference

evaluations were very favorable. The New Trustee orientation also received positive feedback and was well attended. She invited Board members to attend the TACTC Spring Convention scheduled for May 13-15 in Walla Walla. Helen also reported on the SMART Investment Committee meeting and the AACC/ACCT Legislative Seminar. The next meeting of the TACTC Legislative Steering Committee is scheduled for March 19 at Renton Technical College.

- **State Board Activities Matrix.** The Board reviewed and updated the matrix of State Board activities and staff assignments.

ADJOURNMENT/NEXT MEETING

There being no further business, the State Board adjourned its regular meeting of March 11, 2004, at 12:20 p.m. The Board will hold a special meeting on April 8 in the Seattle area to allocate the operating and capital funds for 2005 and to take action on tuition increases for 2005. The next regular meeting of the State Board will be held May 5-6, 2004 at Clover Park Technical College.

Tom Koeninger, Chair

ATTEST:

Earl Hale, Executive Director

STATE OF WASHINGTON

STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 04-03-08

A resolution commending Cascadia Community College.

WHEREAS the Cascadia Community College Board of Trustees has established the vision, mission, and core values for the newest community college district in the state of Washington through broad-based community involvement; and

WHEREAS Cascadia Community College employees have successfully created a new institution dedicated to a student-focused learning environment that provides individual attention to students; and

WHEREAS the students, faculty, administration, and Board of Trustees of Cascadia Community College have received national and international recognition for excellence in their work; and

WHEREAS Cascadia Community College administrators have developed and managed over 18 interagency agreements with the University of Washington system and other agencies, assuring the successful operations for the co-located campus; and

WHEREAS 81 percent of Cascadia's transfer graduates proceed to the University of Washington, and of that 49 percent transfer to the University of Washington-Bothell; and

WHEREAS the League for Innovation in the Community College awarded Cascadia Community College with the prestigious Vanguard College status, and in 2003 Cascadia was awarded the Public Broadcasting Station O'Banion Prize;

NOW THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges commends Cascadia Community College for its innovative approaches to student learning and student success, its commitment to the needs of the community it serves, its successful transfer and job placement of students, and its successful development as the newest community college district in the state.

APPROVED AND ADOPTED on March 11, 2004.

Tom Koeninger, Chair

ATTEST:

Earl Hale, Secretary

STATE OF WASHINGTON

STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 04-03-03
(REVISED)

A resolution regarding tuition waivers.

WHEREAS the Washington State Legislature has directed that the community and technical colleges reduce tuition waivers; and

WHEREAS the two-year college system has conducted a broad and systematic review of current waiver policies; and

WHEREAS colleges have experienced budget reductions and are increasingly unable to offer courses central to the two-year college mission without tuition support; and

WHEREAS the State Board has received tuition waiver change recommendations that are supported by the community and technical colleges;

THEREFORE BE IT RESOLVED that the State Board change the current basic skills and apprenticeship course waivers, effective Fall Quarter, 2004, to require a \$25 charge per student per quarter for basic skills courses, to allow colleges flexibility to waive the \$25 charge for students who cannot pay, and to allow colleges to charge up to 50 percent of tuition and services and activities fees for apprenticeship courses. Further, the State Board encourages college districts to review their local optional waivers, and, in so doing to give consideration to needy students. The State Board directs staff to prepare WAC and policy and procedure changes necessary to implement this action.

FURTHER BE IT RESOLVED that the State Board directs staff to develop options for using federal and new state funds to address the tuition waiver funding disincentive for colleges to offer basic skills instruction.

FURTHER BE IT RESOLVED that the State Board directs staff to develop options for using federal and new state funds to address the tuition waiver funding disincentives for students and for colleges to offer apprenticeship training.

FURTHER BE IT RESOLVED that the State Board directs staff to convene an implementation system task force to identify methods for collecting tuition for basic skills and providing need based waivers consistent with the Board's goals for maintaining the basic skills mission of the college system and access for people who need adult literacy and English as a Second Language instruction.

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FURTHER BE IT RESOLVED that the State Board staff report back in one year on the actual waiver levels for apprenticeship training.

APPROVED AND ADOPTED on March 11, 2004.

Tom Koeninger, Chair

ATTEST:

Earl Hale, Secretary

STATE OF WASHINGTON

STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 04-03-04
(REVISED)

A resolution adopting the proposed Professional-Technical Faculty Certification WAC Revision, Chapter 131-16 Personnel Standards.

WHEREAS the State Board is responsible for administering the rules related to policies concerning qualifications and credentials for certification; and

WHEREAS professional-technical faculty certification allows faculty with occupational qualifications who lack normal college credentials in the form of college degrees to teach in our colleges; and

WHEREAS the certification standards should be aligned with professional-technical faculty skills standards;

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges approves the proposed Professional-Technical Certification WAC Revision, Chapter 131-16 Personnel Standards.

FURTHER BE IT RESOLVED that the State Board for Community and Technical Colleges hereby adopts permanent rules of the Professional-Technical Certification WAC Revision, Chapter 131-16 Personnel Standards as contained in Attachment One.

FURTHER BE IT RESOLVED that an oversight committee be formed for three years following implementation to evaluate the results of the revised professional-technical faculty certification process. This committee, consisting half of professional-technical faculty (appointed by the unions) and half of administrators (and the State Board staff) would prepare a report for the State Board for its June 2005, 2006, and 2007 meetings.

APPROVED AND ADOPTED on March 11, 2004.

Tom Koenninger, Chair

ATTEST:

Earl Hale, Secretary

(Note: Attachment on file at the State Board Office and available upon request.)

STATE OF WASHINGTON

STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 04-03-05

A resolution relating to the strategic position of the community and technical college system on key policy issues.

WHEREAS higher education is faced with incredible pressure to continue a high level of quality service with diminishing levels of state funding; and

WHEREAS community and technical colleges are called upon to provide quality occupational and technical training, academic courses that transfer to a baccalaureate institution, and literacy skills training to nearly half a million citizens of the state each year; and

WHEREAS more citizens and businesses recognize the need for a higher education and more are interested in participating in programs that lead to jobs and a better way of life for themselves and their families; and

WHEREAS, the graduating class of 2008 will be the highest ever in Washington State's history and the state needs to provide access and opportunity for these students in the higher education system; and

WHEREAS, two-year colleges provide training for the majority of jobs required in today's economy; and

WHEREAS it's critical that policy makers make investments in the state's human capital to promote a healthy economic environment and a bright future for the state;

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges adopts "**Opportunity, Education and Washington's Economic Future**" (Attachment One) and urges college personnel to aggressively communicate to all opinion leaders the role and mission of two-year colleges and the tremendous return on investment that is made in terms changing people's lives and opening doors for those who otherwise would not have opportunity.

APPROVED AND ADOPTED on March 11, 2004.

Tom Koeninger, Chair

ATTEST:

Earl Hale, Secretary

(Note: Attachment on file at the State Board Office and available upon request.)

STATE OF WASHINGTON

STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 04-03-06

A resolution regarding development of a soccer field at Whatcom Community College.

WHEREAS the students of Whatcom Community College have identified a need for an improved soccer field at the college; and

WHEREAS the college has identified sufficient local funds to construct the improvement,

THEREFORE BE IT RESOLVED that Whatcom Community College be authorized to spend up to \$3.1 million in local funds to construct a soccer field, expanded parking and storm water improvements.

APPROVED AND ADOPTED on March 11, 2004.

Tom Koeninger, Chair

ATTEST:

Earl Hale, Secretary

STATE OF WASHINGTON

STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 04-03-07

A resolution regarding acquisition of property for Seattle Central Community College.

WHEREAS Seattle's Major Institution Ordinance requires parking deficits be addressed by Seattle Central Community College; and

WHEREAS available property is very limited for the college; and

WHEREAS the First Christian Church located at 1632 Broadway, adjacent to the college's Student Union Building is for sale; and

WHEREAS the college board of trustees has approved the purchase of the property including demolition of all structures on the property; and

WHEREAS the college has cash or can alternatively support Certificate of Participation payments should the acquisition be done through alternative financing,

THEREFORE BE IT RESOLVED that the State Board approve Seattle Central Community College to purchase property at 1632 Broadway for up to \$1.3 million in local funds or allow for purchase using Certificates of Participation should legislative authorization be included in the 2004 supplemental capital budget.

APPROVED AND ADOPTED on March 11, 2004.

Tom Koeninger, Chair

ATTEST:

Earl Hale, Secretary