



State Board Office, Olympia
 1300 Quince Street SE • Olympia, WA 98504
 4th Floor, Cascade Room A & B

Study Session: Wednesday, February 1, 2012
 1:30 p.m. – 5:00 p.m.
 Business Meeting: Thursday, February 2, 2012
 8:30 a.m. – 11:00 a.m.

February 1	Study Session Agenda
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1:30 p.m.	Call to Order and Welcome Sharon Fairchild, Chair		
1:35 p.m.	2011 Fall Quarter Report and Mission Study Recommendation – Serve more people. David Prince	Discuss	Tab 1
2:20 p.m.	Mission Study Recommendation – Increase funding for adult basic skills education programs. Jon Kerr	Discuss	Tab 2
2:50 p.m.	Break		
3:00 p.m.	Request for Proposal for ctcLink Mike Scroggins	Discuss	[Tab 7]
3:45 p.m.	2013-15 Budget Development Denise Graham and Nick Lutes	Discuss	Tab 3
4:15 p.m.	Student Achievement Initiative Review Jan Yoshiwara and David Prince		Tab 4
4:45 p.m.	Adjourn		
5:15 p.m.	Reception/Dinner Location TBD		

February 2	Regular Business Meeting Agenda
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7:30 a.m.	Breakfast for State Board Members and Executive Director ABE Library, 3 rd Floor		
8:30 a.m.	Call to Order and Adoption of Agenda Sharon Fairchild, Chair	Action	
8:35 a.m.	Executive Directors Report Charlie Earl	Discuss	
9:15 a.m.	Approval of Consent Agenda <ul style="list-style-type: none"> a. SBCTC Meeting Minutes, December 1, 2011 b. SBCTC Special Meeting Minutes, December 21, 2011 c. Bellevue College Local Expenditure Authority, Business Information Technology Remodel Resolution 12-02-01	Action	Tab 5

- 9:20 a.m. Legislative Update** Discuss Tab 6
Deb Merle
- 9:50 a.m. Break**
- 10:00 a.m. Request for Proposal for ctcLink** Action Tab 7
Resolution 12-02-02
Mike Scroggins
- 10:20 a.m. Chair's Report** Discuss
Sharon Fairchild, Chair
- **Trustees' Association Report**
Tom Malone, TACTC President
 - **Presidents' Association Report**
Gerald Pumphrey, WACTC President
 - **Parking Lot**
Charlie Earl
- 11:00 a.m. Adjournment**
Next Meeting: March 28-29, 2012 ~ State Board Office, Olympia

1-24-12

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.

Sharon Fairchild, Chair • Beth Willis, Vice Chair
Jim Bricker • Erin Munding • Shaunta Hyde
Elizabeth Chen • Anne Fennessy • Wayne Martin • Larry Brown
Charles N. Earl, Executive Director • Beth Gordon, Executive Assistant
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STUDY SESSION AGENDA ITEM

February 1, 2012

TAB 1

Topic

2011 Fall Quarter Report and Mission Study Recommendation – Serve more people.

Description

The State Board's Mission Study provides ten recommendations for the college system in order to meet the needs on the Strategic Master Plan for Higher Education and the Board's own System Direction. The study states that "our state's most urgent need is to educate more people to higher levels of skills and knowledge." To do so the colleges must serve more people including groups who have been underserved in the past.

Key Questions

- What do this fall's enrollment patterns and trends mean for the academic year and the Mission Study recommendation?

Analysis

The Mission Study http://www.sbctc.ctc.edu/general/a_missionstudy.aspx calls for aggressive growth in state funded enrollments through 2030 in order to meet the needs of the state's economy and to keep pace with population. Fueled by over enrollment, the system had already surpassed the 2015 target by 2011, serving 161,081 FTES vs. an intermediate goal of 160,000 FTES. However, over enrollment has peaked. The college system is reducing enrollments in 2011-12 due to the impact of continuous budget cuts.

Fall FTE enrollments have decreased by 6,914 or nearly 5% compared to Fall 2010. Colleges enrolled 137,201 state funded enrollments in Fall 2011. The system has cut back in all state supported course areas. Worker Retraining declined sharply with the loss of special funds. Basic Skills FTES, already in decline the past two years, has dropped even more sharply this fall. For the first time since the recession started, academic and pre-college courses were also cut this fall. Some colleges are shifting enrollments from state support to student support to provide small relief and keep some classes open.

When the Mission Study recommendations were made, the Board discussed an Incentive Fund that could be used by colleges to experiment with new ways to serve more students and reach underserved populations. This represents one policy tool the Board has to promote the recommendation for serving more students.

The Student Achievement Initiative is another Board policy tool that can incent serving more students. The Initiative is being reviewed this year for modifications that presumably will be in place for a new five year period. During this period the college system will experience demographic shifts (fewer young adult students) and at some point an improving economy. Both of these trends may result in fewer students. For the Mission Study recommendations to

be achieved, colleges will have to focus on retention to completion. The Board can review any recommendations for modifying the Student Achievement Initiative in the context of the Board's goal to serve more students - will the changes to the measures and the funding model promote student retention and completion.

The Efficiency Study represents a third policy tool the Board can use to promote serving more students via stronger retention. Specifically it outlines efficiencies in pre-college education that are meant to reduce early student attrition and accelerate moving students into college level work. Better alignment of Basic Skills and pre-college can also help transition lower skilled students into college programs.

Background Information

Attachment A: Fall 2011 Enrollment Report

Outcomes

The Board will receive an overview report on Fall 2011 enrollments and its implications for the academic year and the Mission Study recommendation. The Board will be able to give guidance to staff on policy options for achieving the Mission Study recommendation to serve more students.

Prepared by: David Prince, 360 704-4347, dprince@sbctc.edu
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Fall 2011 Enrollment Report Washington Community and Technical Colleges

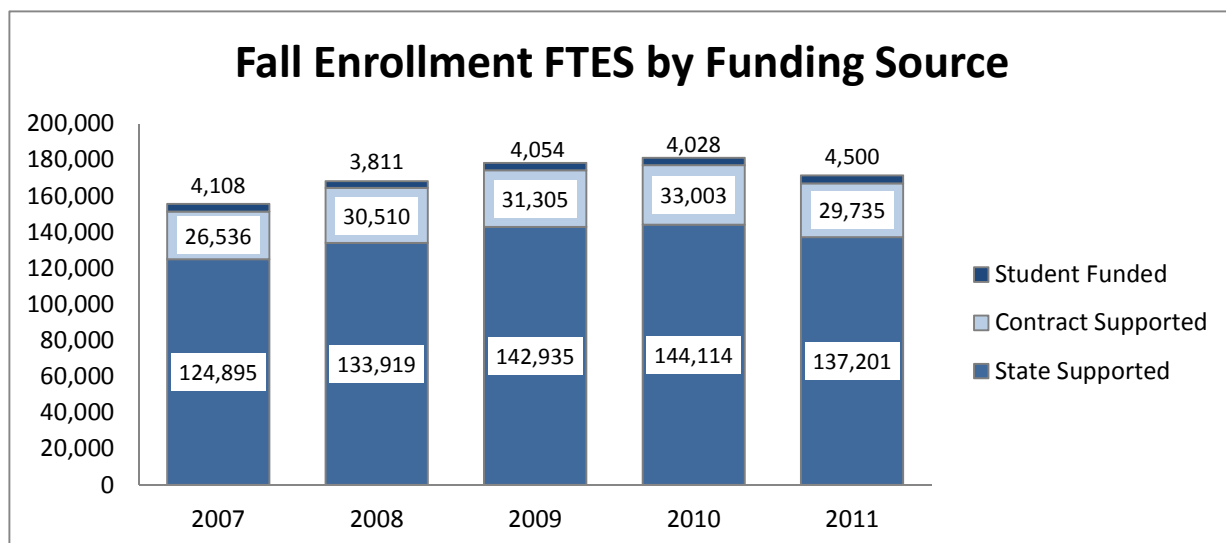
In Fall 2011, colleges enrolled 189,522 state-supported students generating 137,201 FTES, a 6.2% decline in headcount and a 4.8% decline in FTES from Fall 2010.

Even with the decline this quarter we estimate that colleges will remain over-enrolled during the 2011-12 academic year 11% above the legislative enrollment target, producing 155,000 state-supported FTES. However, this estimated annual enrollment level is substantially lower than 2010-11 clearly demonstrating the affects of continuous budget cuts.

Enrollments by Funding Source

Total enrollments (171,436 FTES all funds) declined by 5% or 9,700 FTES compared to Fall 2010.

- State-supported enrollments generated 137,201 FTES, a 4.8% decline from Fall 2010. This marks the first fall quarter decline since 2004. State-supported enrollments accounted for 80% of total enrollments, a share that has been maintained over the past five years.
- Contract-funded FTES declined by 10% to 29,735. Running Start, a contract-funded program that allows students to earn high school and college credits, enrolled 13,086 FTES. Running Start enrollments maintained the same level as the previous fall quarter with no growth.
- Self-support FTES have increased by nearly 500 FTES, as some colleges shift state-supported courses to self-support to keep sections open.

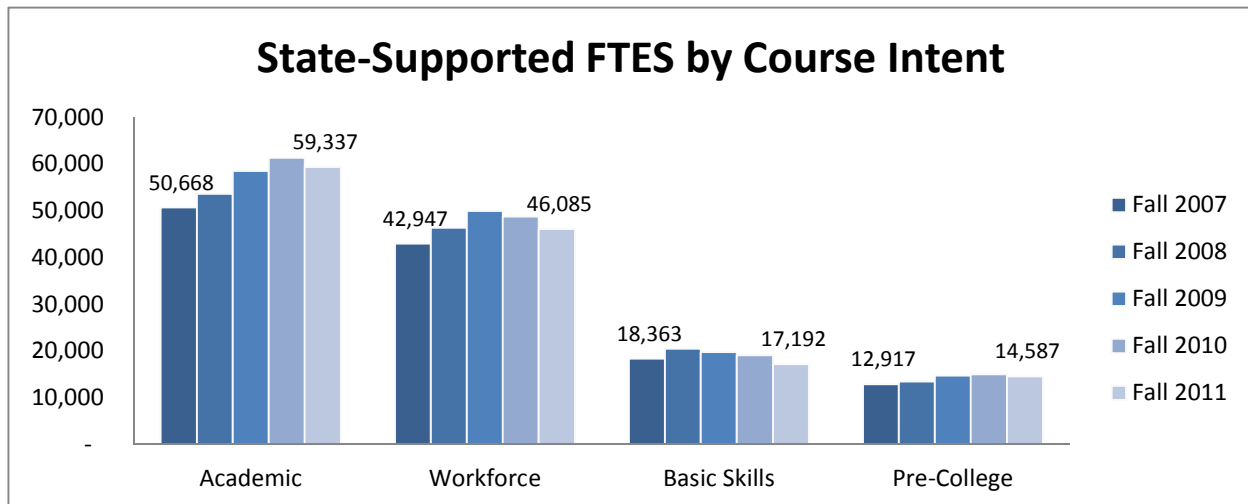


Enrollments by Course Intent

Enrollments have declined in each of the core mission areas. While academic, workforce and pre-college enrollments are still well above their pre-recession levels, basic skills is now below its Fall 2007 service level.

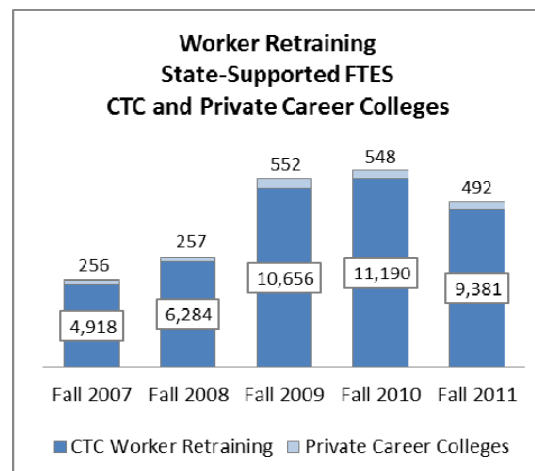
Comparing Fall quarter 2010 to Fall 2011 we see:

- Basic skills state-supported enrollments declined by 10% to 17,192 FTES. This is the sharpest year to year decline in three straight years of reductions. Workforce enrollments are down by 6%, or 2,600 FTES, to 46,085 FTES. Due to budget reductions, workforce programs have been expensive for colleges to maintain with their small class size and equipment needs.
- Throughout the recession while basic skills and later workforce courses were cut, colleges created space for students in academic and pre-college courses. This fall, however, academic and pre-college course enrollments also declined by 3% to 59,337 and 14,587 FTES respectively.



Worker Retraining Enrollments

Worker Retraining state-supported enrollments for CTC's and Private Career Schools produced 9,873 FTES in Fall 2011, a decline of 16% when compared to the previous fall quarter. Worker Retraining enrollments rose just after the recession. In Fall 2009 the Legislature appropriated additional special funding for the program in response to overwhelming demand from unemployed workers, allowing the colleges to serve more students. The special funding was discontinued in July 2011. With reduced capacity colleges served fewer Worker Retraining students this fall despite continuing demand.

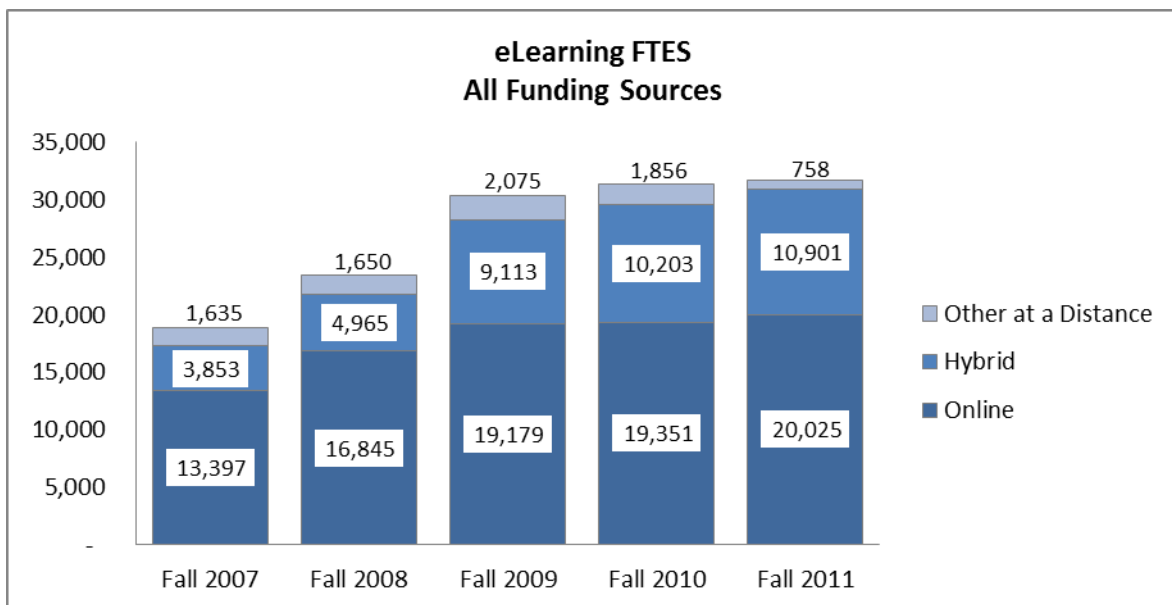


Nearly 40% of the decline in the number of workforce students served by the college system can be attributed to the decline in the Worker Retraining program.

eLearning

The colleges enrolled 31,684 FTES in all funding sources via eLearning courses in Fall 2011, maintaining but not growing eLearning enrollments. This changes the previous pattern of rapid growth in eLearning over the past ten years. Most eLearning (81%) is state-supported.

Online learning FTES grew by 3%, or 674 FTEs, while other at-a-distance technologies declined by 1,100 FTES.



Fall Quarter Demographics

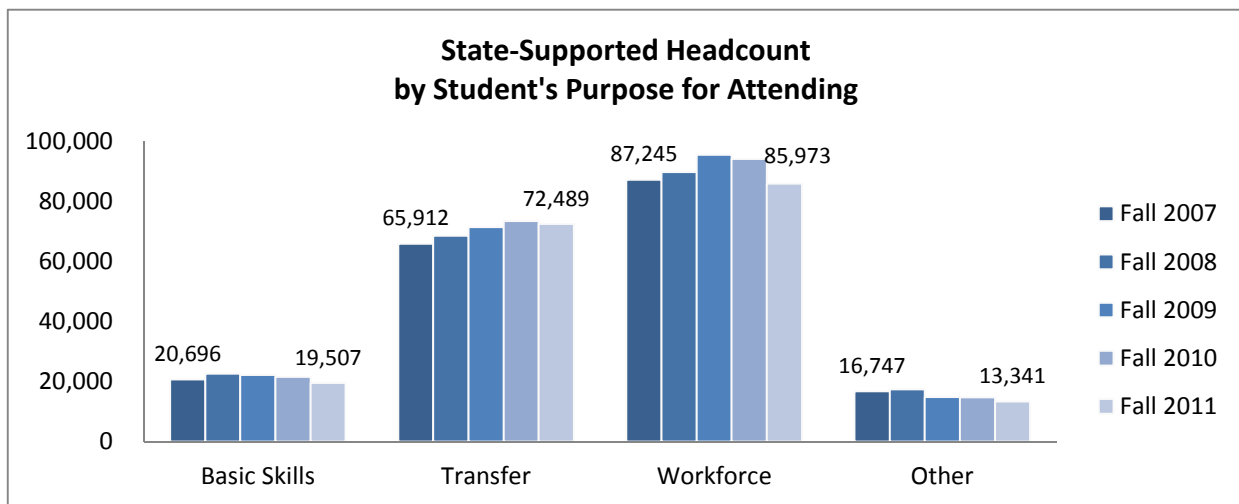
Almost a quarter of a million students enrolled in the community and technical colleges in Fall 2011 (247,117 unduplicated students) with two-thirds of those students (189,522) enrolled in state-supported courses. The students served continue to be very diverse.

	Fall 2010	Fall 2011
% Working	44%	43%
% Unemployed	28%	29%
% Who are Parents	30%	29%
% Enrolled Full-time	49%	50%
% Female	56%	56%
% of Color	36%	37%
Median Age	26.3	26.0

Headcount by the Student's Purpose for Attending

A total of 247,117 students were enrolled in Fall quarter 2011. Of those, 189,522 were enrolled as state-supported, a decline of 6.2% from Fall 2010. Headcounts declined in each of the four mission areas.

- The number of students enrolled with the immediate goal of basic skills declined by 10% to 19,507 marking the sharpest percentage decline in basic skills in the past five years.
- With cuts now occurring in all course areas, students enrolled for the purpose of transfer declined for the first time in five years.
- Students enrolled in professional/technical programs, the largest mission area, also declined sharply by 8,144 or 9% from Fall 2010 to 85,973 students. As noted previously this was due in part to Worker Retraining reductions, but also included fewer professional technical students as a whole.
- Nearly 13,500 students enroll for the purpose of personal enrichment or continuing education and are depicted in the “Other” category below. The number of students enrolled for other purposes declined by 10% or 1,400 students from Fall 2010.

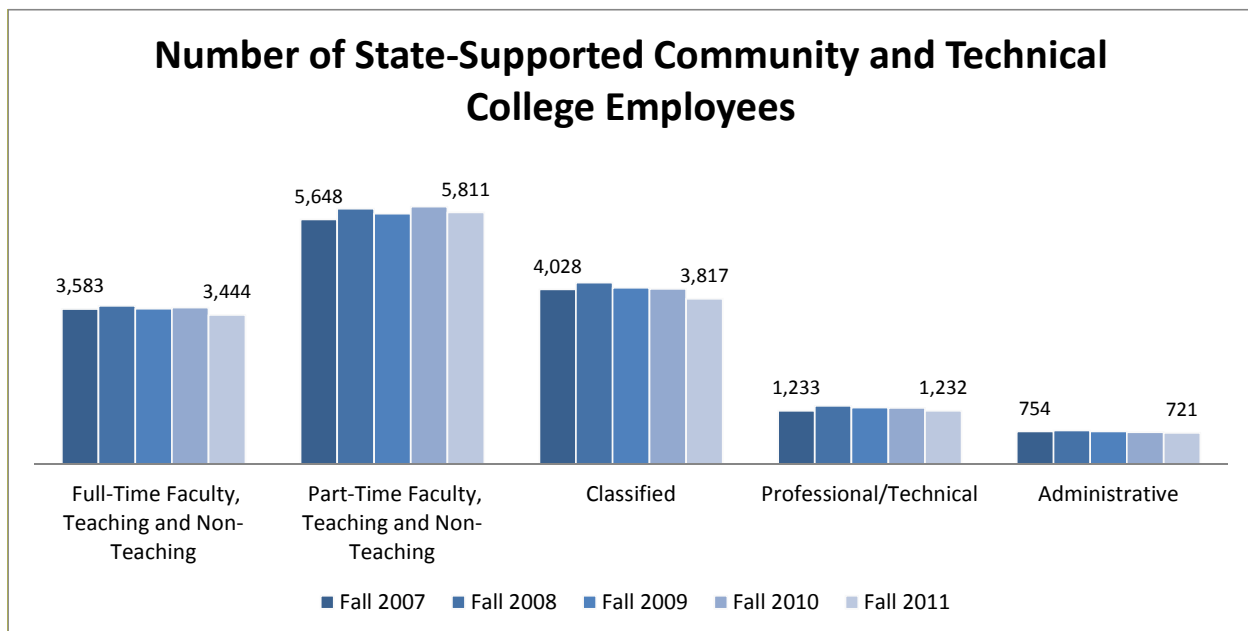


Staffing

Community and technical colleges employed 15,025 faculty and support staff from state-funded sources in Fall 2011. This represents a decrease of 600 staff members or 4% of the system total state-supported employees from Fall 2010. Declines are found in each of the five employee types. Headcounts have decreased by 825, or 5%, state-funded staff since Fall 2008 when the recession began.

Throughout the recession, colleges had been trimming administrative, professional/technical and classified staff. Faculty positions were prioritized to maintain enrollment capacity to serve students. However, cuts fell across all employee groups this fall.

Class size has grown over the past few years. Student faculty ratio (state and contract) was 23 students per faculty in fall 2011. This compared to 21.4 students per faculty in fall 2007, the year before the recession started.



Change in State-Supported Course Intent FTES

	Workforce			Transfer		
	Fall 2010	Fall 2011	% Change	Fall 2010	Fall 2011	% Change
Bates	2,913	3,275	12%	88	100	14%
Bellevue	1,844	1,728	-6%	6,012	5,575	-7%
Bellingham	1,644	1,537	-7%	321	328	2%
Big Bend	628	581	-7%	729	656	-10%
Cascadia	157	128	-18%	1,511	1,511	0%
Centralia	735	716	-3%	961	885	-8%
Clark	2,100	2,073	-1%	4,248	4,306	1%
Clover Park	3,321	3,009	-9%	457	522	14%
Columbia Basin	1,163	1,198	3%	2,334	2,306	-1%
Edmonds	1,917	1,744	-9%	2,459	2,179	-11%
Everett	1,310	1,262	-4%	2,308	2,325	1%
Grays Harbor	490	444	-9%	764	684	-10%
Green River	1,507	1,413	-6%	3,044	2,764	-9%
Highline	1,193	1,136	-5%	2,371	2,338	-1%
Lake Washington	1,980	1,566	-21%	747	716	-4%
Lower Columbia	994	835	-16%	1,307	1,169	-11%
Olympic	1,795	1,752	-2%	2,651	2,762	4%
Peninsula	700	659	-6%	750	696	-7%
Pierce Fort Steilacoom	856	794	-7%	1,738	1,614	-7%
Pierce Puyallup	451	421	-7%	1,161	1,126	-3%
Renton	2,068	1,789	-14%	408	405	-1%
Seattle Central	1,751	1,617	-8%	2,267	2,133	-6%
Seattle North	1,185	1,145	-3%	1,833	1,737	-5%
Seattle South	1,751	1,653	-6%	1,115	1,111	0%
Seattle Voc Institute	365	308	-16%	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>
Shoreline	1,282	1,258	-2%	2,492	2,517	1%
Skagit Valley	1,435	1,352	-6%	1,585	1,453	-8%
South Puget Sound	1,284	1,227	-4%	1,900	1,772	-7%
Spokane	3,314	3,097	-7%	1,804	1,938	7%
Spokane Falls	1,435	1,258	-12%	3,504	3,160	-10%
Tacoma	1,125	1,058	-6%	2,539	2,670	5%
Walla Walla	1,451	1,410	-3%	1,106	1,120	1%
Wenatchee Valley	1,011	1,000	-1%	1,267	1,355	7%
Whatcom	477	472	-1%	1,997	1,931	-3%
Yakima Valley	1,132	1,169	3%	1,480	1,471	-1%
TOTAL	48,768	46,085	-6%	61,255	59,337	-3%

Change in State-Supported Course Intent FTES

	Basic Skills			Pre-College		
	Fall 2010	Fall 2011	% Change	Fall 2010	Fall 2011	% Change
Bates	251	294	17%	76	79	4%
Bellevue	508	502	-1%	789	768	-3%
Bellingham	198	137	-31%	128	112	-12%
Big Bend	155	175	13%	302	277	-8%
Cascadia	151	150	-1%	185	199	8%
Centralia	395	243	-38%	271	240	-12%
Clark	947	822	-13%	1,270	1,332	5%
Clover Park	274	246	-10%	376	338	-10%
Columbia Basin	396	446	13%	582	555	-5%
Edmonds	827	769	-7%	577	499	-14%
Everett	688	613	-11%	676	618	-9%
Grays Harbor	282	266	-6%	268	276	3%
Green River	831	823	-1%	552	505	-8%
Highline	2,027	1,781	-12%	526	452	-14%
Lake Washington	472	392	-17%	114	164	43%
Lower Columbia	675	542	-20%	414	321	-23%
Olympic	318	201	-37%	592	634	7%
Peninsula	197	224	14%	247	201	-19%
Pierce Fort Steilacoom	388	451	16%	404	338	-16%
Pierce Puyallup	318	261	-18%	321	299	-7%
Renton	1,173	999	-15%	31	40	30%
Seattle Central	942	836	-11%	426	445	4%
Seattle North	582	513	-12%	307	260	-15%
Seattle South	937	953	2%	336	317	-6%
Seattle Voc Institute	183	123	-33%	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>
Shoreline	475	454	-5%	405	394	-3%
Skagit Valley	347	288	-17%	569	564	-1%
South Puget Sound	254	219	-14%	567	560	-1%
Spokane	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	528	564	7%
Spokane Falls	1,919	1,812	-6%	647	644	-1%
Tacoma	385	346	-10%	927	930	0%
Walla Walla	333	246	-26%	263	273	4%
Wenatchee Valley	199	192	-4%	388	398	3%
Whatcom	176	154	-12%	452	402	-11%
Yakima Valley	875	722	-18%	496	588	19%
TOTAL	19,078	17,192	-10%	15,014	14,587	-3%



STUDY SESSION AGENDA ITEM

TAB 2

February 1, 2012

Topic

Mission Study Recommendation to Increase Funding for Adult Basic Education

Description

At the December Board meeting, the Board indicated interest in reviewing the Mission Study recommendations during 2012, with a focus on discussing policy options to promote progress towards the System Direction goals and the Mission Study recommendations. This agenda item updates the Board on the status of the recommendation to increase funding for adult basic skills programs and discusses policy options for funding adult basic skills from previous work in the college system and through the Efficiency Study.

Key Questions

- Is the college system making progress toward the Mission Study Recommendation to increase funding for adult basic skills programs in this challenging economic environment?
- What strategies can be identified, explored, and implemented to meet this goal?

Analysis

Recommendation Three recognizes that the current funding structure for Adult Basic Education (ABE) programs has built-in disincentives that discourage colleges from expanding basic skills programs to meet literacy skills needs in their local communities. That disincentive was apparent even when the economy was strong. Its influence is deepening as the recession continues, and it has resulted in a clear pattern of decline in adult basic skills services. ABE enrollments decreased by three percent in 2009-10, seven percent in 2010-11, and ten percent from fall 2010 to fall 2011.

Faced with another round of cuts, colleges must balance the immediate financial reality with their ongoing commitment to meet the need for higher level skills and knowledge to foster a well-educated and skilled workforce. This balancing process must address the growing population of Washington residents who need basic skills to successfully access post-secondary education.

A funding strategy to equalize the funding base for ABE programs is critical to ensure that Washington's community and technical colleges will continue to offer literacy and English language programs. In the past, the college system increased ABE offerings when additional funds were provided through the Legislature. For example, after the Legislature allocated \$2 million per year for ABE programs in 2007-09, colleges were able to reverse the decline in programs and services experienced during the last economic downturn. Without any expectation of that kind of infusion of outside funds, in 2009 a system workgroup explored funding strategies. Building on the work of the previous work group's recommendations, an

eighth potential strategy has been identified through the Efficiency Study work and added to the list for exploration.

Discussion

Jan Yoshiwara, Deputy Executive Director for Education, and Jon Kerr, Director of Adult Basic Education, will discuss the Instruction Commission Education Reform (College Transitions) Committee’s February 11, 2009 Discussion Topics for ABE Funding Options. They will also discuss an eighth option which supports the Instruction Commission’s recommendations to reduce time to degree and improve degree completion developed for the college system’s Efficiency Study. The proposed options might be used independently or in combination, with the goals of preventing further loss of adult basic education resources and infrastructure and rebuilding capacity for ABE instruction.

Instruction Commission Education Reform (College Transitions) Committee’s February 11, 2009 Discussion Topics for ABE Funding Options are described in Attachment A; including pros and cons for each option:

Reviewed and moved forward for further system discussion

1. Backfill tuition revenue through the allocation formula
2. a. Provide financial rewards for increases in student achievement for ABE skill gain, using enhanced funding along the entire achievement continuum
 b. Provide financial rewards for increases in student achievement for ABE skill gain, focusing additional funding on ABE gains
3. Maintain a proportional balance among mission areas, based on local service levels over the last three years
4. Examine ABE tuition to determine if there would be financial advantages to either:
 - a. Increase ABE tuition for students able to pay more, without closing the door to others
 - b. Get rid of the current \$25 tuition, which costs more to collect and waive than it makes

Not Recommended – issues reviewed but not moved forward

5. Increase FTE counts for ABE courses (similar to I-BEST)
6. Maintain enrollment targets for ABE
7. Increase partnerships with other providers to offer the lowest levels of ABE and ESL, focusing college instruction on levels that can be combined with I-BEST

The Statewide Efficiency Task Force recommended that colleges adopt instructional models for pre-college education which research shows to have a positive impact on student retention and completion. It also recommended colleges review pre-college pathways with the intention of reducing Adult Basic Education and pre-college curriculum overlap. To address these recommendations an eighth funding option, detailed below, will be reviewed.

8. Combine upper levels of basic skills with precollege education to form an outcomes based pre-college experience

- Model 1: Link non-tuition bearing upper-level ABE courses with tuition bearing precollege education courses
 - + Potential reduction of course sections in both ABE and precollege education in under-enrolled classes
 - + Ability to move both basic skills and precollege students further, faster
 - + Reduction in the number of quarters in precollege courses, allowing low income

- Lack of full tuition revenue from ABE classes
- students to use a greater share of financial aid for college level courses
- **Model 2:** Convert upper-level basic skills courses to tuition bearing precollege courses
 - + Potential reduction of course sections in both ABE and precollege in under-enrolled classes
 - + Ability to move both basic skills and precollege students further, faster
 - + Reduction in the number of quarters in precollege courses allowing low income students to use a greater share of financial aid for college level courses
 - + Ability to generate tuition revenue from all students
 - Tuition assistance required for low income ABE and precollege students without a high school diploma or GED. Students without a high school diploma or GED are no longer eligible for federal Pell Grants or State Need Grants.
- **Model 3:** Convert precollege and upper level basic skills courses to Academic I-BEST courses offering college credit and integrated content
 - + Moves both basic skills and precollege students further, faster
 - + Reduces the number of quarters in precollege courses allowing low income students to use a greater share of financial aid for college level courses
 - + Generates tuition revenue from all students
 - + Takes advantage of the proven I-BEST model for student success
 - + Generates 1.75 enhanced FTE
 - Requires tuition assistance for both ABE and precollege students without a high school diploma or GED. Students without a high school diploma or GED are no longer eligible for federal Pell Grants or State Need Grants.

Background Information

A status report on Mission Study Recommendation Three was presented to the State Board on March 16, 2011, Tab 1 – Status Report on Mission Study Recommendation to Increase Funding for Adult Basic Skills Programs.

http://www.sbctc.edu/general/admin/Complete_March_2011_Agenda.pdf

Outcomes

Board members will have an opportunity to discuss challenges related to funding for adult basic skills programs and to provide guidance for further evaluation of funding options.

Prepared by: Jon Kerr, 360-704-4323, jkerr@sbctc.edu
 Kathy Cooper, 360-704-4322, kcooper@sbctc.edu

DRAFT Discussion Topics for ABE Funding Options
Education Reform (College Transitions) Committee – February 11, 2009

Reviewed and moved forward for further system discussion

1. **Backfill tuition revenue through the allocation formula**
 - + On principle, a favorite option because it achieves the goal of evening out the playing field. Until the funding equation makes ABE equal with tuition-generating areas, it will always be at risk.
 - + Should be kept as the long-term goal
 - + Might be included now if action was incremental – a small percentage of the backfill, like 10% in the first year and 15% or 20% in the second year, leading to a time when new monies are available
 - Not desirable in the short term without the ability to access new money
 - Using only monies from other mission areas will have the potential for an opposite effect, incenting colleges to cut ABE programs in order to reduce the size of the funding shift away from other mission areas

2. **a. Provide financial rewards for increases in student achievement for ABE skill gain, using enhanced funding along the entire achievement continuum**
 - + (See 3b. for advantages of using the student achievement initiative as the basis for supporting ABE)
 - Distributing dollars across the whole achievement system requires more funds to have any impact on ABE and the impact would be small

b. Provide financial rewards for increases in student achievement for ABE skill gain, focusing additional funding on ABE gains

 - + Recommended for consideration
 - + Builds on a system that colleges are already following
 - + Gives colleges money for doing things right
 - + Uses dollars that are likely to grow, supported by the governor, legislature, and partners
 - + Focusing increased funding on ABE performance will lower the amount needed to speed up positive attention on basic skills
 - + Using the achievement system emphasizes that ABE students are the future along the whole continuum

3. **Maintain a proportional balance among mission areas, based on local service levels over the last three years**
 - +/- An equal number recommended and did not recommend this option for consideration
 - + Philosophically maintains the effort among colleges in all three mission areas
 - + Prevents drastic cuts to a program that will influence the future of colleges
 - + Based on college activity
 - Doesn't address the underlying funding issues
 - Results in a lack of flexibility, a strong priority on local campuses
 - Ignores that importance of local colleges to changes in their communities
 - Students don't show up proportionally

- Would disincent growth of ABE at colleges who want to grow this program

4. Examine ABE tuition to determine if there would be financial advantages to either:

- +/- Increase ABE tuition for students able to pay more, without closing the door to others
- +/- Get rid of the current \$25 tuition, which costs more to collect and waive than it makes

Not Recommended – issues reviewed but not moved forward

5. Increase FTE counts for ABE courses (similar to I-BEST)

- Not recommended
- Lacks incentives when colleges are all over-enrolled, like they are now
- Creates complexity and adds work in the allocation process and on campuses
- Has the potential to disincent I-BEST, taking away the funding advantage of running this successful program that is complicated and doesn't fully fund the required student services
- Has the potential to disincent ABE, by giving colleges access to the same amount of funds for .75 less effort.

6. Maintain enrollment targets for ABE

- Not recommended
- Results in a lack of flexibility, a strong priority on local campuses
- Includes penalties for missed targets that affect long-term funding for individual colleges
- Creates extra coding and coordination costs
- + Philosophically is a structure that protects ABE from drastic cuts and/or cuts out of proportion to cuts in other mission areas
- + Includes a tracking system that directs attention to targeted programs

7. Increase partnerships with other providers to offer the lowest levels of ABE and ESL, focusing college instruction on levels that can be combined with I-BEST

- Not recommended
- Limits the ability of colleges to serve their entire mission and respond to their community
- Closes "open door" to a part of local communities
- There is not enough CBO capacity to address the needs
- The quality of instruction at CBOs is unknown; students coming to colleges later may not have the skills they need to succeed
- Students at the lower levels earn about the same number of achievement points, and sometimes more, than students at the higher level



STUDY SESSION AGENDA ITEM

February 1, 2012

TAB 3

Topic

2013-15 Budget Development

Description

The SBCTC develops a biennial operating budget request on behalf of the entire system every two years. The 2013-15 biennium operating budget submittal is due to the Office of Financial Management (OFM) September 2012. At this meeting and in subsequent meetings through next September, the Board will develop its 2013-15 operating budget request. Future meetings will include roundtable discussions with presidents, local trustees, labor representatives and student representatives. (See Attachment A: SBCTC 2011-13 Operating Budget Development Timeline - Draft.) At this meeting, the Board will receive a briefing on and will discuss the context for the 2013-15 state operating budget.

Key Questions

- Given the substantial budget reductions taken by the colleges for the last two biennia and projections indicating continued tight state fiscal conditions, what budget request strategies will best serve students and the system to serve students?
- What themes and principles should shape and guide the development of the system's 2013-15 operating budget request?
- What processes and methods should be used to engage the system in the development of the 2013-15 operating budget request?

Analysis

Context for the 2013-15 Budget Development

The SBCTC 2011-13 operating budget request submitted in the Fall of 2010 totaled \$190 million in new funding for the two year period on a base biennial budget of \$1.35 billion. (See Attachment B: SBCTC 2011-13 Budget Request.) The Legislature, facing recurring budget deficits, reduced state funding to our system by \$161 million for the two year period as part of its efforts to balance the state budget.

State budget reductions have totaled \$10.5 billion over the last three years. State funding for community and technical colleges has gone from a high of \$750 million prior to the first budget reductions in FY 2009 to \$585 million for FY 2013 in the enacted state budget, a 22 percent reduction. At the same time, enrollments increased from 148,000 FTES to 162,000 in FY 2011. The state's investment per student has gone from a high of \$5,055 in FY 2008 to a projected \$3,870 next year, a drop of almost \$1,200 or 23%.

At the same time state funding was shrinking, increased enrollments and tuition increases have resulted in college budgets' increasing dependence on tuition revenues. State funding has declined from 77% of state and tuition funding to about 60% in ten years.

Colleges were able to increase capacity to serve the surge of students at the start of the recession. We have projected, however, that continued budget cuts will result in decreased enrollments due to reductions in course sections and professional/technical programs to balance budgets. As expected, fall 2012 enrollments are down by 5 percent compared to last fall's enrollments, on a pace to hit the projected 151,000 FTES level next year. Additional budget reductions anticipated in the 2012 supplemental budget will lead to steeper declines, to a projected enrollment of 142,250 FTES next year. This would be a reduction of 20,000 FTES from last year, or about 40,000 fewer students served. The impact of lower enrollments on college budgets is magnified as the system becomes more reliant on tuition.

This year, the state faces another budget shortfall of \$2 billion, about \$500 million of which was solved in an "early action" supplemental budget enacted in December. The Governor has proposed a reduction to all higher education institutions of \$160 million. Her proposed cut to community and technical colleges is \$75.3 million, a 13% reduction to enacted state appropriations for FY 2013. The Governor's proposal is linked to a revenue package, which, if enacted, would backfill the Governor's proposed higher education reduction and leave the system at current budget levels. The enacted budget gives the State Board the authority to increase tuition by 12 percent next year, and the Governor's proposal makes no change to this authority.

Legislative budget and revenue proposals will be released after the February 16th revenue forecast update.

The Office Financial Management recently released a state-wide six year budget outlook, giving budget writers the first look at projected revenues and expenditures for the 2013-15 Biennium. Under current law, which includes restoring the 3 percent pay reductions and providing salary increases to K-12 employees and community college faculty, OFM projects a shortfall of about \$900 million next biennium. The shortfall is driven by expenditures growing at a faster pace than revenues.

Internally, the CTC system continues to explore methods for improving accountability (e.g., Student Achievement Initiative), for operating more efficiently (e.g., December 2011 Efficiency Report to the Legislature), and for meeting the complex needs for education and training in our communities (e.g., partnering with the aerospace industry to improve job skills). In addition, the system continues its efforts to modernize its HR, fiscal, and student technology systems through the implementation of ctclink. Each of these efforts will continue to generate policy and budget conversations into the 2013-15 Biennium.

2013-15 Budget Request Development Process

The proposed process for developing the SBCTC 2013-15 Biennial budget request is outlined in Attachment A. It will be an iterative process involving college presidents, trustees, labor representatives, student representatives and Board members aimed at identifying key themes and system needs. The Board will review and provide final approval of the SBCTC 2013-15 budget request at its September 2012 meeting.

Background Information

Attachment A: 2013-15 SBCTC Operating Budget Development Timeline - DRAFT

Attachment B: 2011-13 SBCTC Operating Budget Request

Outcomes

Staff will review budget context information with the Board and through discussion identify potential themes and strategies for use in the development of the 2013-15 Biennial Budget. The Board will review the 2013-15 Operating Budget Development Timeline – DRAFT (Attachment B) and provide feedback to staff on the timeline and processes proposed to engage the system in the development of the budget request.

Prepared by: Denise Graham, 360-704-4350 dgraham@sbctc.edu, and Nicholas Lutes, 360-704-1023 nlutes@sbctc.edu

2013-15 SBCTC Operating Budget Development Timeline - DRAFT

State Board Meeting February 1-2, 2012

This is the initial discussion on 2013-15 operating budget development.

Outcome: Direction to staff on potential board priorities and themes, and the budget development process.

➤ Activities between February and March Board meetings:

- WACTC meetings
 - February 23-24
 - March 22-23
- Feb. 16 Revenue Forecast – first look at 2013-15
- Legislative 2012 supplemental budgets released (enacted)
- 60-day legislative session adjourns March 9

State Board Meeting March 28-29, 2012

Outcome: Direction to staff on budget request themes and priorities and potential items to include in the request.

➤ System activities between March and May Board meetings:

- April 26-27 -- WACTC meets

State Board Meeting May 9-10, 2012

Outcome: Final identification of potential items to include in budget request, before approval in June

➤ System activities between May and June Board meetings:

- May 31, June 1 WACTC meets
- TACTC Spring Convention and TACTC Legislative Steering Committee Meetings

State Board Meeting June 20-21, 2012

Outcome: Direction to staff on list of items to include in request and direction to staff complete the request

➤ System activities between June and September Board meetings

- WACTC Retreat

State Board Meeting September 2012

Outcome: Board finalizes and approves budget request, directs staff to submit to Governor

**STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
2011-13 BIENNIAL BUDGET POLICY LEVEL REQUEST**

	<u>Biennial Request</u>	<u>Strategic Direction</u>	<u>Mission Study</u>
1. Retain Worker Retraining Funding	\$35,112	Economic Demand	Close Skills Gap
2. Student Achievement Initiative	\$10,770	Student Success	Fund Student Achievement
3. Restore Adult Basic Education	\$31,200	Student Success	Increase ABE Funding
4. Enrollment	\$90,720	Economic Demand	Serve More Students
5. Technology Stabilization (ERP)	\$2,000	Innovation	Technology Tools
6. Compensation	\$20,000	Innovation	Invest in Faculty and Staff
Total Policy Level Request	\$189,802		



STUDY SESSION AGENDA ITEM

February 1, 2012

TAB 4

Topic

Student Achievement Initiative Review

Description

When the State Board adopted the Student Achievement Initiative in 2006 it called for a review after five years. At the December 2011 Board meeting, the Board reviewed the draft work plan for a review with WACTC. The Board requested regular updates on the review. This will be the first update to discuss the work of the advisory group from their first meeting.

Key Questions

- What direction and input does the Board want to give to the Student Achievement Initiative Advisory Group regarding the original principles used to design the initiative and issues for consideration in the review?

Analysis

The State Board's System Direction goal for student success calls for achieving increased educational attainment for all Washingtonians. Pursuant to that goal, the Board implemented the Student Achievement Initiative in 2007 to improve system accountability to both improve public accountability by more accurately describing what students achieve from enrolling in our colleges each year, and to provide incentives through financial rewards to colleges for increasing the levels of achievement attained by their students. The Initiative represents a shift from funding entirely for enrollment inputs to also funding meaningful outcomes.

The Student Achievement Initiative was implemented following a yearlong planning process led by a system task force. A critical step in reaching consensus on both the performance metrics and how performance would be rewarded was a set of guiding principles established by the Board. These principles were informed by national experts, literature reviews of other systems, and data analyses of our state. The guiding principles are the foundation for the Initiative and how it was designed.

Background Information

Two attachments are provided:

Attachment A: Student Achievement Initiative Guiding Principles - 2007
Student Achievement Advisory Group Problem Statements and Issues - January 9, 2012

Attachment B: Problem Statements and Issues for the Review of Student Achievement -January 20, 2012

Outcomes

Board members will have an opportunity to discuss the Student Achievement Initiative principles and purposes with the college presidents leading the Advisory Group, to discuss the problem statements and issues identified by the Advisory Group, and to provide guidance on the approach to the system review.

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

Student Achievement Initiative Guiding Principles

2007

System Direction Policy Goal for Student Success:

Achieve increased educational attainment for all residents across the state.

Overall Principles for Accountability and Performance Funding:

- The initiative leads to improved educational attainment for students, specifically the goal of reaching the “tipping point” and beyond.
- The initiative allows colleges sufficient flexibility to improve student achievement according to their local needs.

Principles for Measurement:

- Performance measures recognize students in all mission areas and reflect the needs of the diverse communities served by colleges.
- Performance measures must measure incremental gains in students’ educational progress irrespective of mission area.
- Measures are simple, understandable and reliable, and valid points in students’ educational progress.
- Measures focus on student achievement improvements that can be influenced by colleges.

Principles for Incentive Funding:

- Each college measured for total improvement (point gains) against own performance.
- Total improvement represents a single number- not a rate.
- No targets, no ceiling on achievement gains.
- All gains are rewarded.
- Rewards are stable and predictable, so colleges can invest funds for further improvements.
- Reward funds are flexible.

**Student Achievement Advisory Group
Problem Statements and Issues for the Review of Student Achievement
January 20, 2012**

This document identifies problem statements to be considered in reviewing the Student Achievement Initiative's metrics and funding model. The statements are based upon common themes in the issues the Advisory Group raised. These themes are summarized in the document.

Problem Statements for Metrics

Going forward, demographics will be changing and this will combine with an economy that will eventually improve. These changes will challenge colleges for increasing student retention and accordingly achievement.

1. The current metrics do not sufficiently promote retention beyond the first year to adequately account for the work colleges do in this area. What metrics should be added beyond the first year to completion?
2. The Efficiency Study calls for several efficiencies that can move students further, faster. These actions have the potential to reduce early attrition and improve college transitions:
 - a. The current metrics encourage colleges for incrementally increasing pre-college and basic skills. The Efficiency Study identifies the need to collapse levels and to align basic skills and pre-college to move students earlier to college level work these efficiencies are counter to the current measures. How can these efficiencies be measured in Student Achievement in ways that recognize the challenges of moving these students further and faster?
 - b. Credit for prior learning can also advance a student further faster if fully implemented. How can this efficiency be used in Student Achievement?

Data reliability has been a question for many colleges. In particular they question not being able to match the data because it is based on system transcripts. There are also questions about what counts- specifically do the college credits count toward a degree or program completion? And who counts?

1. What improvements can be made in data transparency?

Themes Raised by Advisory Group Regarding the Measures

- We need to stay with momentum, but give more recognition to student success.
- We need to focus more on year-to-year retention and advancement after the first year to emphasize completion more. The current points especially with basic skills and pre-college seem frontloaded emphasizing early momentum.
- It is important that we know what impacts achievement and that we can link strategies to points

- We need to measure in ways that take into account how students move between colleges.
- Should we consider extra success points for specific areas- STEM and high demand?
- Should we consider employment and transfer as success points?
- We should review the students to include all- corrections, international.

Problem Statements for Funding Model

The funding model shifts some funding away from enrollments to progress and completion. Once awarded, funds stay in the college's base with no requirements for how they can be used. The model has not been broadly accepted as meeting initial funding principles because funding is too small; the source of funding is now acting as a re-basing of college budgets; small enrollment colleges perceive they are at a disadvantage with the metric used; not all students are equal in the cost of moving colleges forward. Overall colleges need more predictability and transparency in the funding model.

1. Do the funding principles still align with the purposes of performance funding?
2. What funding model best promotes the purposes of Student Achievement?
3. What funding metric(s) should be the basis for determining rewards?- point change, points per student? Other point calculation?
4. Does the funding model allow for meaningful rewards relative to a college's base?
5. Are there unintended consequences for "high performing" colleges?
6. What funding rules should be in place for college predictability?
7. What funding rules should be applied to enrollment changes that may influence a college's results?
8. Should all points be rewarded equally, or should point rewards be weighted to promote certain policy goals?

Themes Raised by Advisory Group Regarding the Funding Model

- The amount dedicated to performance funding needs to be enough to incentivize colleges.
- The amount needs to be considered in a context of budget cuts and that the current source of funds is the college's base allocation. What will future funding sources be?
- The fact that rewards are unrestricted and stay in the college's base are important. How this happens needs to be more transparent. How colleges use their rewards needs to be shared.
- Current weighting of the points (more points earnable for basic skills and pre-college) may not take into account the cost of educating students after the first year- moving them to completion.
- Are there other funding metrics besides change in total points? Rate of growth for example that can be additional components of the funding model?



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

MEETING MINUTES

December 1, 2011

State Board Members

**Sharon Fairchild (Chair), Spokane
Beth Willis (Vice Chair), Lakewood
Jim Bricker, Coupeville
Erin Munding, Omak
Shaunta Hyde, Lake Forest Park
Elizabeth Chen, Federal Way
Anne Fennessy, Seattle
Wayne Martin, Richland
Larry Brown, Auburn**

State of Washington
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
Olympia

ACTION INDEX
December 1, 2011

<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 27, 2011	2
11-12-64	- Addition to SBCTC 2012 Supplemental Capital Budget Request	2
11-12-65	- Bates TC Local Expenditure Authority, Energy Savings Project	2
11-12-66	- Bellevue College Additional Local Expenditure Authority, Warehouse Acquisition and Bookstore Remodel	2
11-12-67	- Clark College Local Expenditure Authority, Early Learning Center	2
11-12-68	- Skagit Valley Local Expenditure Authority, Lewis Hall	2
11-12-69	Approval of 2012 Legislative Agenda	3

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

**Regular Meeting Minutes
December 1, 2011
Renton Technical College, Renton, WA**

The State Board held a study session on November 30, from 1:30 p.m. to 5:00 p.m. at Tacoma Community College in Tacoma, WA. The Board heard a presentation from the Student Legislative Academy as well as from students involved in the Open Course Library. The Board discussed the Mission Study Student Success Strategies and the Efficiency study overview.

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State Board Members Present: Sharon Fairchild (Chair), Beth Willis (Vice Chair), Jim Bricker, Erin Munding, Shaunta Hyde, Elizabeth Chen, Anne Fennessy, Wayne Martin

State Board Members Absent: Larry Brown

CALL TO ORDER AND WELCOME

Chair Sharon Fairchild called the meeting to order at 8:30 a.m., welcomed those present and asked for self-introductions.

ADOPTION OF REGULAR MEETING AGENDA

Chair Fairchild recommended that Tab 7, Efficiency Study Report be amended to a discussion item instead of an action item to allow more time for the Board to review the report and then take action during a Special Meeting later in December 2011.

MOTION: Moved by Jim Bricker and seconded by Beth Willis that the State Board adopt its December 1, 2011 regular meeting agenda as amended.

MOTION CARRIED.

HOST COLLEGE PRESENTATION

Pamela Transue, President of Tacoma Community College (TCC) welcomed the State Board and staff to the TCC campus. She presented that despite budget woes and rising tuition, faculty staff and students on the TCC campus were excelling. She noted that TCC had been named a leader college by the National Achieve the Dream movement and that her staff presenters would be discussing with the Board how they achieved that. She introduced staff presenters; Silvia Barajas, Vice President of Administrative Services, Mary Chikwinya, Vice President of Student Services, Tim Stokes, Executive Vice President, Academic and Student Affairs, and Dan Small, Vice President for Institutional Advancement.

Staff presenters showed a video to explain some of their pathways to completion. In 2010 the college held their largest completion cohort. Along the pathway they have to implement multiple strategies not just a few that were highlighted in video.

ADOPTION OF CONSENT AGENDA (Resolutions 11-12-64 through 11-12-68)

MOTION: Moved by Jim Bricker and seconded by Beth Willis that the State Board adopt the consent agenda for its December 1, 2011 regular meeting as follows:

- a) Approval of October 27, 2011 State Board regular meeting minutes***
- b) Resolution 11-12-64 (ATTACHMENT #1): Addition to SBCTC 2012 Supplemental Budget Request***
- c) Resolution 11-12-65 (ATTACHMENT #2): Bates TC Local Expenditure Authority, Energy Savings Projects***
- d) Resolution 11-12-66 (ATTACHMENT #3): Bellevue College Additional Local Expenditure Authority, Warehouse Acquisition and Bookstore Remodel***
- e) Resolution 11-12-67 (ATTACHMENT #4): Clark College Local Expenditure Authority, Early Learning Center***
- f) Resolution 11-12-68 (ATTACHMENT #5): Skagit Valley Local Expenditure Authority, Lewis Hall***

MOTION CARRIED.

2011 EFFICIENCY STUDY REPORT

Jan Yoshiwara of the State Board staff presented that in 2010 the Legislature passed ESSB 6359 to encourage further community and technical college efficiencies in order to enhance student access and success, strengthen academic programs, and develop and retain high quality faculty. The State Board is responsible for submitting three reports to the appropriate legislative committees. The Board approved a Preliminary Report in December 2010 that was transmitted to the Legislature. The Board is required to submit a report on regional and statewide efficiency opportunities in December 2011, and a report on potential college district consolidations in December 2012.

During the prior days study session Jan presented main changes the report had been through in the past week during discussions with the efficiency committee. In general the committee looked at ways to reduce costs to students, ways to speed students toward degrees and focus on first year retention, ways the system can share curriculum and resources, standardizing process for students to make things easier for them and outsourcing IT functions such as email systems.

Jan discussed the proposed review process timeline and noted that the Board would take action on the study during a special conference call State Board meeting on December 21, 2011.

EXECUTIVE DIRECTORS REPORT

- Statewide Accountability Report – Tuition Waivers
- ctcLink Project Update
- Governor's Higher Education Steering Committee
- Higher Education Coordinating Board Master Plan Update
- State Board Work Agenda

BUDGET UPDATE

Denise Graham of the State Board staff presented as well as Ed Brewster, Chair of the WACTC Operating Budget Committee. She noted that the Governor had called a special session that began on November 28th in order to fill a new budget deficit of \$1.6 billion (\$1.4 billion including the state's Rainy Day fund). The Governor released her budget and revenue proposal November 21st.

The Governor proposes cutting state general fund expenditures by \$1.7 billion over the current biennium, with an additional \$250 million in fund transfers and reductions to local governments, leaving an ending fund balance of \$601 million.

The Governor's proposal would reduce higher education institution funding by \$160 million; \$75 million to the community and technical colleges (13 percent of FY 2013 state funding). Based on information provided by the colleges, we have projected that another 10 percent reduction in state funding will result in additional declines in enrollment. The Governor's proposed 13 percent budget cut would result in a similar decline, to about 142,000 FTES, or 40,000 fewer students served compared to FY 2011.

2012 LEGISLATIVE AGENDA (RESOLUTION 11-12-69)

Deb Merle of the State Board staff presented that while the system is on record with 2011-13 biennial capital, operating and policy requests, the following items are recommended by State Board staff and/or WACTC for focused attention at this time.

1. Preserve State Funding for Higher Education
2. Maintain State Need Grant and Affordability for Students
3. Authorize Financing for New Administrative System (ctcLink Project for ERP)
4. Fund M & O for Instruction Space for Alternatively Financed Projects
5. Add Higher Education Representation on the Select Committee for Pension Policy
6. Provide Management Flexibility and Regulatory Relief

A draft Legislative Agenda Flyer was presented to the Board for final approval. The flyer offered a brief explanation of each of the topics above, as well as noting efficiencies that have been employed and cuts that have been taken in our system since the recession began. The Board requested a proposed amendment to the Legislative Agenda. It was voted on and approved for inclusion in the Legislative Agenda.

MOTION: Moved by Erin Mundinger and seconded by Jim Bricker to amend Resolution 11-12-69 by adding the item, support capital requests.

MOTION: Moved by Erin Mundinger and seconded by Jim Bricker that the State Board adopt Resolution 11-12-69 (ATTACHMENT #6) to approve 2012 Legislative Agenda

MOTION CARRIED.

STUDENT ACHIEVEMENT INITIATIVE REVIEW PROCESS

David Prince of the State Board staff presented that when the State Board adopted the Student Achievement Initiative in 2006-07, it said that the initiative would be re-examined after a five year period for how it was working and for any necessary changes. This past summer, WACTC also expressed interest in a review of both the measurement metrics and the funding model.

The Student Achievement Initiative was adopted as Board policy in September 2007 after a yearlong task force and technical advisory committee met to design and recommend both metrics and a funding model.

Due to the innovative nature of both the measures and the funding model, Columbia University's Community College Research Center (CCRC) sought and received private funding to evaluate Washington's Student Achievement Initiative over the five year implementation of the Initiative. While the interim evaluation results were largely positive, adjustments to implementation were made in response to CCRC's recommendations. In 2011-12, CCRC will be conducting the final phase of their evaluation with preliminary results in February 2012 and final results available in Fall 2012.

In July 2011 WACTC devoted an academy to Student Achievement and performance funding. As an outcome, the Presidents decided to re-examine the Student Achievement Initiative, which is consistent with the Board's stated intent to review it after five years. The work was assigned to the Education Committee of WACTC, which approved a system Advisory Group along with a work plan and study questions. The Advisory Group and work plan were subsequently endorsed by WACTC.

Staff recommends that the Board meets with representatives from the Advisory Group over the coming year to discuss analyses and progress on the Student Achievement evaluation.

CHAIR'S REPORT

Chair Fairchild presented her report:

- **Trustees' Association Report.** TACTC President Tom Malone reported on the topics of: the Association Seminar, Legislation Strategy and the TACTC One-Pager, Student Legislative Academy and other ongoing issues.
- **Presidents' Association Report.** WACTC President Gerald Pumphrey gave a brief report on what each of the WACTC committees were working on.
- **Parking Lot Items.** A list of the State Board's "Parking Lot" items was presented for review and updates.

ADJOURNMENT/NEXT MEETING

There being no further business, the State Board adjourned its regular meeting of December 1, 2011 at 12:20 p.m. The State Board will hold its next regular business meeting February 1-2, 2012 at the State Board Office in Olympia.

Sharon Fairchild, Chair

ATTEST:

Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 11-12-64

A resolution relating to additions to the 2012 Supplemental Capital Budget Request.

WHEREAS, The 2012 Supplemental Capital Budget Request was approved by the State Board on September 14, 2011; and

WHEREAS, Community Colleges of Spokane facility in the Hillyard neighborhood will be acquired and demolished by the WSDOT for future freeway construction and the district is requesting authority for a \$3,100,000 Certificate of Participation (COP) for an Institute for Extended Learning addition to the Student Services Building; and


WHEREAS, Cascadia Community College is requesting authority for a \$5,900,000 COP for their portion of the shared UWB/Cascadia Student Union Building.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges approves adding COP financing authority to the 2012 Supplemental Capital Budget Request for the Community Colleges of Spokane's Institute for Extended Learning addition to the Student Services Building and for Cascadia Community College's portion of the shared UWB/Cascadia Student Union building.

APPROVED AND ADOPTED on December 1, 2011.


Sharon Fairchild, Chair

ATTEST:


Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 11-12-65

A resolution relating to Bates Technical College's local expenditure authority for their Energy Savings Project.

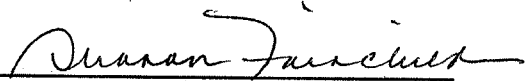
WHEREAS, As part of Bates Technical College's Energy Savings Project the college will be upgrading electrical, plumbing and mechanical systems on their downtown, South and Mohler campuses; and

WHEREAS, the college received \$446,000 in utility rebates, \$1,361,000 from a COP, and \$2,125,000 through a Department of Commerce Jobs Act Grant; and

WHEREAS, the remainder of the balance was appropriated by the State for facility repairs.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorizes Bates Technical College to expend up to \$4,000,000 in local capital funds for their Energy Savings Project.

APPROVED AND ADOPTED on December 1, 2011.


Sharon Fairchild, Chair

ATTEST:


Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 11-12-66

A resolution relating to Bellevue College's local expenditure authority for the Warehouse Acquisition and Bookstore Remodel.

WHEREAS, the project is part of the college's facility master plan goal to maximize flexibility of current facilities and provide a safe, healthy and accessible place for learning, including auxiliary spaces for student, faculty and staff; and

WHEREAS, the State Board approved prior local spending authority, equaling \$3,500,000, for Bellevue College's Warehouse Acquisition and Bookstore Remodel (resolution 10-09-38); and

WHEREAS, construction is costing more than anticipated because the college identified additional work to improve the flow of the student welcome center and the college is asking for approval to use an additional \$500,000 in local funds to finish the project; and

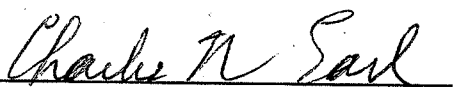
WHEREAS, the college has sufficient local capital funds.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorizes Bellevue College local expenditure authority, not to exceed \$4,000,000, for the Warehouse Acquisition and Bookstore Remodel.

APPROVED AND ADOPTED on December 1, 2011.


Sharon Fairchild, Chair

ATTEST:


Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 11-12-67

A resolution relating to Clark College's local expenditure authority for the Early Learning Center.

WHEREAS, in the 2007-09 Capital Budget, the State appropriated \$1,000,000 and the college committed \$1,000,000 in local funds for Clark College's Early Learning Center; and

WHEREAS, completion of this project will increase program access, enhance program quality, increase operational efficiencies and reduce maintenance and capital repair backlog; and

WHEREAS, the college is asking for approval to use an additional \$125,000 in local funds to complete the project; and


WHEREAS, the college has sufficient local capital funds.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges increases Clark College local expenditure authority, up to \$1,125,000, for their Early Learning Center.

APPROVED AND ADOPTED on December 1, 2011.


Sharon Fairchild, Chair

ATTEST:


Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 11-12-68

A resolution relating to Skagit Valley College's local expenditure authority for the Lewis Hall Replacement Building permits.

WHEREAS, the State legislature previously appropriated funds for the predesign and design of a replacement for Skagit Valley College's Academic and Student Services Building, commonly known as Lewis Hall; and

WHEREAS, funding the construction phase of this project is the State Board's top priority for the 2012 Supplemental Capital Budget; and

WHEREAS, Skagit Valley College has developed an accelerated schedule that requires applying for the permits in November 2012; and

WHEREAS, the college's board of trustees approved the use of local funds to apply for permits to meet the accelerated schedule.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorizes Skagit Valley College local expenditure authority, not to exceed \$42,000, for the permits.

APPROVED AND ADOPTED on December 1, 2011.


Sharon Fairchild, Chair

ATTEST:


Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 11-16-69
REVISED (December 1, 2011)

A resolution relating to the 2012 Legislative Agenda.

WHEREAS, the system is on record with 2011-2013 biennial capital and operating requests; and

WHEREAS, the following items are recommended by State Board staff and/or WACTC for focused attention at this time:

1. Preserve State Funding for Higher Education
2. Maintain State Need Grant and Affordability for Students
3. Authorize Financing for New Administrative System (ctcLink Project for ERP)
4. Support Capital Request
5. Fund M & O for Instructional Space for Alternatively Financed Projects
6. Add Higher Education Representation on the Select Committee for Pension Policy
7. Provide Management Flexibility and Regulatory Relief
 - Capital Construction
 - Authorize local financing for non-appropriated capital projects when debt service is paid from local funds.
 - Eliminate the floor of \$25,000 for minor capital funded projects.
 - Increase bid limits for public works contracts to a single limit of at least \$100,000 irrespective of multiple or single trade or craft.
 - Purchasing
 - Authorize colleges and universities to purchase equipment maintenance agreements for periods longer than one year.
 - Authorize colleges and universities to purchase air and car rental off-state contract with personal or state credit cards.
 - Reporting
 - Align state and federal Greenhouse Gas and Energy Star reporting requirements.
 - Eliminate state Hazardous Mitigation reporting.
 - Align Federal Cleary Act and State Campus Safety reporting requirements.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges approves the 2012 Legislative Agenda as presented above.

APPROVED AND ADOPTED on December 1, 2011.


Sharon Fairchild, Chair

ATTEST:


Charles N. Earl, Secretary



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

MEETING MINUTES

December 21, 2011

State Board Members

**Sharon Fairchild (Chair), Spokane
Beth Willis (Vice Chair), Lakewood
Jim Bricker, Coupeville
Erin Munding, Omak
Shaunta Hyde, Lake Forest Park
Elizabeth Chen, Federal Way
Anne Fennessy, Seattle
Wayne Martin, Richland
Larry Brown, Auburn**

State of Washington
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
Olympia

ACTION INDEX
December 21, 2011

<u>Resolution Number</u>	<u>Description</u>	<u>Page in Minutes</u>
11-12-70	Approval of 2011 Efficiency Study Report	1

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
Olympia

Special Meeting Minutes
December 1, 2011
State Board Office, Olympia, WA

State Board Members Present: Sharon Fairchild (Chair), Larry Brown , Jim Bricker, Erin Munding, Shaunta Hyde, Elizabeth Chen, Anne Fennessy, Wayne Martin

State Board Members Absent: Beth Willis (Vice Chair)

CALL TO ORDER AND WELCOME

Chair Sharon Fairchild called the meeting to order at 10:00 a.m., welcomed those present and asked for self-introductions.

ADOPTION OF REGULAR MEETING AGENDA

MOTION: Moved by Jim Bricker and seconded by Anne Fennessy that the State Board adopt its December 21, 2011 special meeting agenda.

MOTION CARRIED.

2011 EFFICIENCY STUDY REPORT (RESOLUTION 11-12-70)

Sharon Fairchild, State Board Chair introduced that in 2010 the Legislature passed ESSB 6359 to encourage further community and technical college efficiencies in order to enhance student access and success, strengthen academic programs, and develop and retain high quality faculty. The State Board is responsible for submitting three reports to the appropriate legislative committees. The Board approved a Preliminary Report in December 2010 that was transmitted to the Legislature. The Board is required to submit a report on regional and statewide efficiency opportunities in December 2011, and a report on potential college district consolidations in December 2012. She then turned it over to State Board staff member Jan Yoshiwara for further report. Jan Yoshiwara highlighted the main messages outlined in the Executive Summary and the main changes the report had been through since it was originally presented to the Board in early December.

MOTION: Moved by Jim Bricker and seconded by Erin Munding that the State Board adopt Resolution 11-12-70 (ATTACHMENT #1) to approve 2011 Efficiency Study Report.

MOTION CARRIED.

EXECUTIVE DIRECTORS REPORT

- Legislative Interests

ADJOURNMENT/NEXT MEETING

There being no further business, the State Board adjourned its special meeting of December 21, 2011 at 10:40 a.m. The State Board will hold its next regular business meeting February 1-2, 2012 at the State Board Office in Olympia.

Sharon Fairchild, Chair

ATTEST:

Charles N. Earl, Secretary



REGULAR MEETING AGENDA ITEM

TAB 5c

February 2, 2012

Consent Item Action (Resolution 12-02-01)

Topic

Bellevue College – Local Expenditure Authority (Institute for Business Information Technology Remodel)

Description

Bellevue College is seeking approval to use an additional \$250,000 in local funds for their Institute for Business Information Technology (IBIT) Remodel. Projects over \$400,000 require State Board authorization.

Major Considerations

- The college has sufficient local funds dedicated for this project.
- The project is part of the college's facility master plan.

Analysis

In September 2010, the State Board authorized \$1,500,000 in local funds (resolution 10-09-38) for Bellevue College to remodel space for their newly created Institute for Business Information Technology (IBIT). The project is part of the college's facility master plan goal to maximize flexibility of current facilities and provide a safe, healthy and accessible place for learning, including auxiliary spaces for students, faculty and staff.

The existing conditions of the 44-year-old building structure and mechanical systems were not well documented. This led to an unusually large number of latent conditions that exceeded the initial 10 percent contingency. The college is asking for approval to use an additional \$250,000 in local funds to complete the project.

Background Information

Resolution 10-09-38:

http://www.sbctc.ctc.edu/general/admin/September_2011_Signed_Resolutions.pdf

Recommendation

Staff recommends approval of Resolution 12-02-01, increasing Bellevue College's local expenditure authority to \$1,750,000, for their Institute for Business Information Technology Remodel project.

Prepared by: Wayne Doty, 360-704-4382, wdoty@sbctc.edu

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 12-02-01

A resolution relating to Bellevue College's local expenditure authority for the Institute for Business Information Technology Remodel.

WHEREAS, the project is part of the college's facility master plan goal to maximize flexibility of current facilities and provide a safe, healthy and accessible place for learning, including auxiliary spaces for student, faculty and staff; and

WHEREAS, the State Board approved prior local spending authority, equaling \$1,500,000, for Bellevue College's Institute for Business Information Technology Remodel (resolution 10-09-38); and

WHEREAS correction of latent conditions will exceed the initial 10 percent contingency and the college is asking for approval to use an additional \$250,000 in local funds to finish the project; and

WHEREAS, the college has sufficient local capital funds.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorizes Bellevue College local expenditure authority, not to exceed \$1,750,000, for the Institute for Business Information Technology Remodel.

APPROVED AND ADOPTED on February 2, 2012.

Sharon Fairchild, Chair

ATTEST:

Charles N. Earl, Secretary



REGULAR MEETING AGENDA ITEM

TAB 6

February 2, 2012

Discussion Action

Topic

Legislative Update

Description

After a brief Special Session in December, the 2012 regular legislative session began on January 19th and is scheduled to adjourn on March 8th. With a projected operating budget deficit of \$1.5 billion, the budget will dominate the session once again.

Beyond significant budget challenges, the Legislature will grapple with a variety of policy bills with potential impact to the community and technical college system. Staff will update the board on key pieces of policy legislation being considered.

Key Questions

- How would the board like staff to respond to various bills discussed during this agenda item?

Analysis

Major repairs to the John L. O'Brien Building (JLOB) were completed just before session began. House members who were in portable offices for a year and a half have moved back into JLOB. There were several new office assignments. (See Attachment A for the Rosters of House and Senate Committee members and their updated contact information.)

A number of bills have been introduced related to higher education governance and accountability, management flexibility and regulatory relief, local board membership, veterans priority registration, and open course materials. Staff will bring real-time information on proposed bills of significance to the Board during their meeting.

Background Information

Attachment A: Rosters of House and Senate Committee Membership

2012 Legislative Agenda (December 2011):

http://www.sbctc.ctc.edu/general/admin/November_December_2011_Complete_Agenda_Packet.pdf

2012 Legislative Session Outlook (October 2011):

http://www.sbctc.ctc.edu/general/admin/TAB_6_2012_Leg_Session_Outlook.pdf

Recommendation/Outcomes

The board will be briefed on significant policy legislation that affects the college system. Staff is seeking board input on changes needed to policy legislation where the system could reasonably exert influence and direction.

Prepared by: Deb Merle, 360-704-4348, dmerle@sbctc.edu

Senate Roster of Members

Members of the 62nd Legislature 2011-2012

<u>Member</u>	<u>Party</u>	<u>District</u>	<u>Room</u>	<u>Phone</u>
<u>Baumgartner, Michael</u>	R	6	INB 201	(360) 786-7610
<u>Becker, Randi</u>	R	2	INB 115B	(360) 786-7602
<u>Benton, Don</u>	R	17	LEG 409	(360) 786-7632
<u>Brown, Lisa</u>	D	3	LEG 307	(360) 786-7604
<u>Carrell, Mike</u>	R	28	INB 102	(360) 786-7654
<u>Chase, Maralyn</u>	D	32	JAC 241	(360) 786-7662
<u>Conway, Steve</u>	D	29	JAC 213	(360) 786-7656
<u>Delvin, Jerome</u>	R	8	INB 202	(360) 786-7614
<u>Eide, Tracey</u>	D	30	LEG 305	(360) 786-7658
<u>Ericksen, Doug</u>	R	42	LEG 414	(360) 786-7682
<u>Fain, Joe</u>	R	47	INB 109B	(360) 786-7692
<u>Fraser, Karen</u>	D	22	LEG 404	(360) 786-7642
<u>Frockt, David</u>	D	46	LEG 402	(360) 786-7690
<u>Hargrove, James</u>	D	24	LEG 411	(360) 786-7646
<u>Harper, Nick</u>	D	38	JAC 226	(360) 786-7674
<u>Hatfield, Brian</u>	D	19	JAC 237	(360) 786-7636
<u>Haugen, Mary Margaret</u>	D	10	JAC 305	(360) 786-7618
<u>Hewitt, Mike</u>	R	16	LEG 314	(360) 786-7630
<u>Hill, Andy</u>	R	45	INB 203	(360) 786-7672
<u>Hobbs, Steve</u>	D	44	JAC 239	(360) 786-7686
<u>Holmquist Newbry, Janéa</u>	R	13	INB 106B	(360) 786-7624
<u>Honeyford, Jim</u>	R	15	INB 107	(360) 786-7684
<u>Kastama, Jim</u>	D	25	JAC 235	(360) 786-7648
<u>Keiser, Karen</u>	D	33	JAC 224	(360) 786-7664
<u>Kilmer, Derek</u>	D	26	JAC 227	(360) 786-7650
<u>King, Curtis</u>	R	14	INB 205	(360) 786-7626
<u>Kline, Adam</u>	D	37	JAC 223	(360) 786-7688

<u>Member</u>	<u>Party</u>	<u>District</u>	<u>Room</u>	<u>Phone</u>
<u>Kohl-Welles, Jeanne</u>	D	36	JAC 219	(360) 786-7670
<u>Litzow, Steve</u>	R	41	LEG 416	(360) 786-7641
<u>McAuliffe, Rosemary</u>	D	1	LEG 403	(360) 786-7600
<u>Morton, Bob</u>	R	7	INB 115D	(360) 786-7612
<u>Murray, Ed</u>	D	43	JAC 303	(360) 786-7628
<u>Nelson, Sharon</u>	D	34	JAC 218	(360) 786-7667
<u>Padden, Mike</u>	R	4	LEG 417	(360) 786-7606
<u>Parlette, Linda Evans</u>	R	12	LEG 316	(360) 786-7622
<u>Pflug, Cheryl</u>	R	5	LEG 415	(360) 786-7608
<u>Prentice, Margarita</u>	D	11	LEG 312	(360) 786-7616
<u>Pridemore, Craig</u>	D	49	JAC 212	(360) 786-7696
<u>Ranker, Kevin</u>	D	40	JAC 215	(360) 786-7678
<u>Regala, Debbie</u>	D	27	JAC 233	(360) 786-7652
<u>Roach, Pam</u>	R	31	INB 112	(360) 786-7660
<u>Rolfes, Christine</u>	D	23	JAC 230A	(360) 786-7644
<u>Schoesler, Mark</u>	R	9	INB 110	(360) 786-7620
<u>Sheldon, Tim</u>	D	35	LEG 412	(360) 786-7668
<u>Shin, Paull</u>	D	21	LEG 407	(360) 786-7640
<u>Stevens, Val</u>	R	39	INB 105	(360) 786-7676
<u>Swecker, Dan</u>	R	20	INB 103	(360) 786-7638
<u>Tom, Rodney</u>	D	48	JAC 220	(360) 786-7694
<u>Zarelli, Joseph</u>	R	18	INB 204	(360) 786-7634

House of Representatives Roster of Members

Members of the 62nd Legislature 2011-2012

<u>Member</u>	<u>Party</u>	<u>District</u>	<u>Position</u>	<u>Room</u>	<u>Phone</u>
<u>Ahern, John</u>	R	6	2	JLOB 431	(360) 786-7962
<u>Alexander, Gary</u>	R	20	2	LEG 426B	(360) 786-7990
<u>Anderson, Glenn</u>	R	5	2	LEG 122A	(360) 786-7876
<u>Angel, Jan</u>	R	26	1	JLOB 434	(360) 786-7964
<u>Appleton, Sherry</u>	D	23	1	LEG 132F	(360) 786-7934
<u>Armstrong, Mike</u>	R	12	2	LEG 425B	(360) 786-7832
<u>Asay, Katrina</u>	R	30	2	JLOB 467	(360) 786-7830
<u>Bailey, Barbara</u>	R	10	2	JLOB 403	(360) 786-7914
<u>Billig, Andy</u>	D	3	1	LEG 122H	(360) 786-7888
<u>Blake, Brian</u>	D	19	2	JLOB 306	(360) 786-7870
<u>Buys, Vincent</u>	R	42	2	JLOB 470	(360) 786-7854
<u>Carlyle, Reuven</u>	D	36	1	JLOB 325	(360) 786-7814
<u>Chandler, Bruce</u>	R	15	1	LEG 427B	(360) 786-7960
<u>Chopp, Frank</u>	D	43	2	LEG 339C	(360) 786-7920
<u>Clibborn, Judy</u>	D	41	2	JLOB 415	(360) 786-7926
<u>Cody, Eileen</u>	D	34	1	JLOB 303	(360) 786-7978
<u>Condotta, Cary</u>	R	12	1	LEG 122B	(360) 786-7954
<u>Crouse, Larry</u>	R	4	1	LEG 425A	(360) 786-7820
<u>Dahlquist, Cathy</u>	R	31	1	JLOB 426	(360) 786-7846
<u>Dammeier, Bruce</u>	R	25	1	JLOB 465	(360) 786-7948
<u>Darneille, Jeannie</u>	D	27	2	JLOB 314	(360) 786-7974
<u>DeBolt, Richard</u>	R	20	1	LEG 335C	(360) 786-7896
<u>Dickerson, Mary Lou</u>	D	36	2	LEG 429A	(360) 786-7860
<u>Dunshee, Hans</u>	D	44	1	JLOB 370	(360) 786-7804
<u>Eddy, Deb</u>	D	48	2	LEG 132D	(360) 786-7848
<u>Fagan, Susan</u>	R	9	1	JLOB 406	(360) 786-7942
<u>Finn, Fred</u>	D	35	2	JLOB 418	(360) 786-7902

<u>Member</u>	<u>Party</u>	<u>District</u>	<u>Position</u>	<u>Room</u>	<u>Phone</u>
<u>Fitzgibbon, Joe</u>	D	34	2	JLOB 305	(360) 786-7952
<u>Goodman, Roger</u>	D	45	1	JLOB 328	(360) 786-7878
<u>Green, Tami</u>	D	28	2	LEG 436B	(360) 786-7958
<u>Haigh, Kathy</u>	D	35	1	JLOB 420	(360) 786-7966
<u>Haler, Larry</u>	R	8	2	LEG 122D	(360) 786-7986
<u>Hansen, Drew</u>	D	23	2	JLOB 369	(360) 786-7842
<u>Hargrove, Mark</u>	R	47	1	JLOB 409	(360) 786-7918
<u>Harris, Paul</u>	R	17	2	JLOB 427	(360) 786-7976
<u>Hasegawa, Bob</u>	D	11	2	JLOB 322	(360) 786-7862
<u>Hinkle, Bill</u>	R	13	2	JLOB 421	(360) 786-7808
<u>Hope, Mike</u>	R	44	2	JLOB 466	(360) 786-7892
<u>Hudgins, Zack</u>	D	11	1	LEG 438A	(360) 786-7956
<u>Hunt, Sam</u>	D	22	2	LEG 438B	(360) 786-7992
<u>Hunter, Ross</u>	D	48	1	JLOB 315	(360) 786-7936
<u>Hurst, Christopher</u>	D	31	2	JLOB 335	(360) 786-7866
<u>Jinkins, Laurie</u>	D	27	1	JLOB 311	(360) 786-7930
<u>Johnson, Norm</u>	R	14	1	JLOB 425	(360) 786-7810
<u>Kagi, Ruth</u>	D	32	2	JLOB 308	(360) 786-7910
<u>Kelley, Troy</u>	D	28	1	JLOB 334	(360) 786-7890
<u>Kenney, Phyllis Gutierrez</u>	D	46	2	JLOB 320	(360) 786-7818
<u>Kirby, Steve</u>	D	29	2	LEG 437B	(360) 786-7996
<u>Klippert, Brad</u>	R	8	1	JLOB 410	(360) 786-7882
<u>Kretz, Joel</u>	R	7	2	LEG 335A	(360) 786-7988
<u>Kristiansen, Dan</u>	R	39	1	LEG 427A	(360) 786-7967
<u>Ladenburg, Connie</u>	D	29	1	JLOB 309	(360) 786-7906
<u>Liias, Marko</u>	D	21	2	JLOB 414	(360) 786-7972
<u>Lytton, Kristine</u>	D	40	1	JLOB 310	(360) 786-7800
<u>Maxwell, Marcie</u>	D	41	1	JLOB 327	(360) 786-7894
<u>McCoy, John</u>	D	38	1	LEG 132A	(360) 786-7864
<u>McCune, Jim</u>	R	2	1	JLOB 405	(360) 786-7824

<u>Member</u>	<u>Party</u>	<u>District</u>	<u>Position</u>	<u>Room</u>	<u>Phone</u>
<u>Miloscia, Mark</u>	D	30	1	LEG 437A	(360) 786-7898
<u>Moeller, Jim</u>	D	49	2	LEG 429B	(360) 786-7872
<u>Morris, Jeff</u>	D	40	2	LEG 436A	(360) 786-7970
<u>Moscoso, Luis</u>	D	1	2	JLOB 332	(360) 786-7900
<u>Nealey, Terry</u>	R	16	2	JLOB 404	(360) 786-7828
<u>Orcutt, Ed</u>	R	18	2	JLOB 408	(360) 786-7812
<u>Ormsby, Timm</u>	D	3	2	LEG 122G	(360) 786-7946
<u>Orwall, Tina</u>	D	33	1	JLOB 326	(360) 786-7834
<u>Overstreet, Jason</u>	R	42	1	JLOB 422	(360) 786-7980
<u>Parker, Kevin</u>	R	6	1	LEG 122F	(360) 786-7922
<u>Pearson, Kirk</u>	R	39	2	LEG 122E	(360) 786-7816
<u>Pedersen, Jamie</u>	D	43	1	JLOB 330	(360) 786-7826
<u>Pettigrew, Eric</u>	D	37	2	LEG 434B	(360) 786-7838
<u>Pollet, Gerry</u>	D	46	1	JLOB 317	(360) 786-7886
<u>Probst, Tim</u>	D	17	1	JLOB 419	(360) 786-7994
<u>Reykdal, Chris</u>	D	22	1	JLOB 319	(360) 786-7940
<u>Rivers, Ann</u>	R	18	1	JLOB 469	(360) 786-7850
<u>Roberts, Mary Helen</u>	D	21	1	JLOB 331	(360) 786-7950
<u>Rodne, Jay</u>	R	5	1	JLOB 430	(360) 786-7852
<u>Ross, Charles</u>	R	14	2	LEG 426A	(360) 786-7856
<u>Ryu, Cindy</u>	D	32	1	JLOB 324	(360) 786-7880
<u>Santos, Sharon Tomiko</u>	D	37	1	JLOB 321	(360) 786-7944
<u>Schmick, Joe</u>	R	9	2	JLOB 432	(360) 786-7844
<u>Seaquist, Larry</u>	D	26	2	LEG 132C	(360) 786-7802
<u>Sells, Mike</u>	D	38	2	LEG 132B	(360) 786-7840
<u>Shea, Matt</u>	R	4	2	JLOB 437	(360) 786-7984
<u>Short, Shelly</u>	R	7	1	JLOB 436	(360) 786-7908
<u>Smith, Norma</u>	R	10	1	JLOB 435	(360) 786-7884
<u>Springer, Larry</u>	D	45	2	LEG 132E	(360) 786-7822
<u>Stanford, Derek</u>	D	1	1	JLOB 318	(360) 786-7928

<u>Member</u>	<u>Party</u>	<u>District</u>	<u>Position</u>	<u>Room</u>	<u>Phone</u>
<u>Sullivan, Pat</u>	D	47	2	LEG 339A	(360) 786-7858
<u>Takko, Dean</u>	D	19	1	JLOB 336	(360) 786-7806
<u>Taylor, David</u>	R	15	2	JLOB 428	(360) 786-7874
<u>Tharinger, Steve</u>	D	24	2	JLOB 368	(360) 786-7904
<u>Upthegrove, Dave</u>	D	33	2	JLOB 304	(360) 786-7868
<u>Van De Wege, Kevin</u>	D	24	1	LEG 434A	(360) 786-7916
<u>Walsh, Maureen</u>	R	16	1	JLOB 411	(360) 786-7836
<u>Warnick, Judy</u>	R	13	1	LEG 122C	(360) 786-7932
<u>Wilcox, J.T.</u>	R	2	2	JLOB 424	(360) 786-7912
<u>Wylie, Sharon</u>	D	49	1	JLOB 417	(360) 786-7924
<u>Zeiger, Hans</u>	R	25	2	JLOB 468	(360) 786-7968



REGULAR MEETING AGENDA ITEM

(February 1, 2011)

Discussion Action (Resolution 12-02-02)

Topic

Approve the ctcLink Project Enterprise Resource Planning (ERP) Request for Proposal (RFP) Phase

Description

The Washington State Community and Technical College ERP Project (ctcLink) will replace a wide variety of computer systems across 34 colleges. The ERP will provide improved student services, comprehensive financial aid services, a unified view of human resources, integrated financial management and controls, and robust reporting and research capabilities. The ERP will be the template to align college and system business processes.

A process has been underway since last summer lead by State Board staff and the Gartner consultancy to identify functional, technical, and business process requirements. Several focus groups and hundreds of college participants were involved in the documentation and development of these requirements. Vendors will be asked to respond in their proposals as to how their software and approach address the State Board and college requirements. The next phase is to release the request for proposals, evaluate the vendor responses, select an apparent successful vendor, and negotiate and sign contracts.

Key Questions

- How can ctcLink be phased in a way to show early success?
- How can ctcLink payments be tied to successful deliverables proportionally over the project?

Analysis

- Two million dollars in state funding for detailed ERP planning and vendor selection was set aside for FY2012.
- State Board staff working with college staff has reviewed, documented, and developed functional, technical, and business process requirements needed from a commercial ERP system.
- These requirements will be included in the formal solicitation for proposals from the vendor community scheduled for February with a 45 to 60 day response period.
- A vendor evaluation and selection team (VEST) using predetermined criteria will score the responses and determine the finalists eligible for the on-site demonstrations.
- The VEST team will make a recommendation to the State Board Executive Director as to the apparent successful vendor.

- The recommendation and justification will be brought to the State Board for final approval.

Background Information

The current CTC administrative systems are COBOL and use database reporting tools from the early 1980s. These systems are customized around current business practices and were developed in-house. Best practices were not considered in the original design of these systems. The hardware will be sustainable for several years due to the Lift and Shift Project however the COBOL still poses a substantial barrier to adapting to the needs of colleges and students and is a barrier to implementing efficiencies recommended by the Mission Study. These systems will lack flexibility until replaced by new commercial ERP software. Students depend on these systems to access their teaching and learning functions, colleges use these systems to administer student records, process financial transactions, award financial aid, and pay faculty and staff. The COBOL technology renders the level of service required for students, faculty, staff, and the public costly and inefficient.

At the June 23, 2011, State Board meeting resolution 11-06-32 was passed delegating the Executive Director authority to enter into a contract with the apparent successful vendor and to take the steps necessary to perform the detailed ERP planning for the Washington State community and technical college system.

Recommendation/Outcomes

The Board will have an opportunity to discuss the ctcLink RFP and the overall ctcLink project. Staff recommends adoption of Resolution 12-02-02 delegating authority to the Executive Director to release the RFP and solicit vendor responses.

Prepared by: Michael Scroggins, 360 704-4377, mscroggins@sbctc.edu

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 12-02-02

A resolution relating to College Administrative Computer Applications Enterprise Resource Planning (ERP) ctcLink Project Request for Proposals (RFP).

WHEREAS, Washington's 34 Community and Technical Colleges have shared common administrative computer applications that provide a wide range of administrative functionality to the colleges; and

WHEREAS, the administrative computer applications that have served the community and technical colleges well for decades are past the end of useful life; and

WHEREAS, a need exists to replace the current administrative computer applications environment; and

WHEREAS, through a competitive process an apparent successful vendor to perform detailed ERP project planning will be identified;

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges delegates to the Executive Director the authority to take the steps necessary to release a RFP, evaluate responses, and recommend an apparent successful vendor for the Washington State community and technical college system.

APPROVED AND ADOPTED on February 2, 2012.

Sharon Fairchild, Chair

ATTEST:

Charles N. Earl, Secretary