



Tacoma Community College
 6501 South 19th Street • Tacoma, WA 98466
 Bldg. 12, Room 120 (College Room)

Study Session: Wednesday, November 30, 2011
 1:30 p.m. – 5:00 p.m.
 Business Meeting: Thursday, December 1, 2011
 8:30 a.m. – 12:00 p.m.

November 30 Study Session Agenda

1:30 p.m.	Call to Order and Welcome Sharon Fairchild, Chair		
1:35 p.m.	Student Legislative Academy Presentation Michelle Andreas	Discuss	Tab 1
2:35 p.m.	Open Course Library Connie Broughton	Discuss	Tab 2
3:15 p.m.	Break		
3:30 p.m.	Mission Study Review for Student Success Strategies Jan Yoshiwara	Discuss	Tab 3
4:15 p.m.	Budget Update Denise Graham	Discuss	Tab 4
5:00 p.m.	Adjournment		
5:30 p.m.	Dinner Meeting with State Board Members, Executive Director, Tacoma CC Trustees and their staffs. Fircrest Golf Club, 1500 Regents Blvd., Fircrest, WA		

December 1 Regular Business Meeting Agenda

8:00 a.m.	Continental Breakfast		
8:30 a.m.	Call to Order and Adoption of Agenda Sharon Fairchild, Chair	Action	
8:35 a.m.	Host College Presentation: Tacoma Community College Pamela Transue, Tacoma Community College President	Discuss	
9:15 a.m.	Executive Director's Report Charlie Earl		
9:45 a.m.	Approval of Consent Agenda <ul style="list-style-type: none"> a. SBCTC Meeting Minutes, October 27, 2011 b. Addition to SBCTC 2012 Supplemental Capital Budget Request Resolution 11-12-64 c. Bates TC Local Expenditure Authority, Energy Savings Projects Resolution 11-12-65 d. Bellevue College Additional Local Expenditure Authority, Warehouse Acquisition and Bookstore Remodel Resolution 11-12-66 e. Clark College Local Expenditure Authority, Early Learning 	Action	Tab 5



STUDY SESSION AGENDA ITEM

November 30, 2011

TAB 1

Topic

Student Legislative Academy Presentation of Legislative Agenda

Description

WACTC's Council of Unions and Student Programs (CUSP) and SBCTC staff have annually developed a cadre of students who are prepared to speak with legislators and their communities about the interests and needs of community and technical college students. Each year, in spring quarter during the *Student Legislative Voice Academy*, system-wide student representatives develop a Student White Paper that lists four to five concerns students plan to concentrate their collective efforts towards. During fall quarter, student leaders attend the *Student Legislative Academy* to become more knowledgeable about the legislative process and the system's legislative budget request. The students use the topics of the Student White Paper to prepare presentations for the *Student Legislative Academy* mock hearings.

Students are interested in presenting their concerns and receiving feedback from the State Board members on ways to advance issues and concerns of mutual interest to students and the community and technical college system.

Key Questions

- What are the key issues that comprise the Student White Paper?
- How do the student leaders' concerns align with priorities of the State Board?
- Are there ways students, presidents, and the SBCTC can collaborate during the next legislative session on issues of mutual interest?

Analysis

Student government and its related leadership activities are critical for a successful shared governance structure at local colleges and important in the development of strong leaders across our state.

Student leaders from community and technical colleges met May 6, 2011, at the annual *Student Legislative Voice Academy* and November 18-19, 2011 at the Capitol Campus for the annual *Student Legislative Academy*.

Below are the expected outcomes of the *Student Legislative Voice Academy* and the *Student Legislative Academy*.

Students:

- Learn how to caucus
- Learn how to develop agreed-upon system-wide directions
- Learn how the community and technical college system develops its legislative platform and how students contribute to the process

- Learn to effectively communicate legislative and system-wide concerns and priorities
- Gain a greater understanding of the legislative process and how to navigate resources
- Connect with student leaders from across the state to develop critical relationships on shared issues
- Share best practices to inform fellow students about legislative issues and student-led directions

The college system:

- Develops a cadre of well-prepared students who are able to effectively talk with leaders, legislators and the community about the needs of college students
- Builds a community of civic-minded students who are knowledgeable about the legislative process and protocol

The Student White Paper consists of the following issues and concerns:

- Textbook Alternatives
- Distribution of Student Services and Activities Fees
- Congruency of Direct Transfer Degree Requirements
- Lesbian, Gay, Bisexual and Transgender Demographic Categories on the Community and Technical College Uniform Application
- Protected and Dedicated Funding for the Community and Technical College System

The opportunity for students to present their issues and concerns and receive feedback from State Board members will:

- Introduce student leaders to high level policy decision-makers and decision-making processes; and
- Enhance student leadership and legislative knowledge, skills and abilities; and
- Help align student, president, and State Board interests and strategies to improve community and technical colleges across the state.

Outcomes

Board members will have an opportunity to learn about students' experiences at the spring *Student Legislative Voice Academy* and the fall *Student Legislative Academy* and discuss with students their 2012 legislative platform issues and their CTC system concerns.

Prepared by: Kayeri Akweks, 360-704-4319, kakweks@sbctc.edu.

Washington Community and Technical College Students
2012 STUDENT WHITE PAPER
Developed at the 2011 Student Legislative Voice Academy

The five critical issues outlined in the white paper represent the priorities of students in the Washington State community and technical colleges during the upcoming legislative session and biennium budget process. The issues are listed in no particular order.

TEXTBOOK ALTERNATIVES

On average, students spend up to one-third of higher education costs on textbooks. Alternative format options would significantly impact textbook affordability. Such options will positively impact environmental sustainability, student access, and student learning outcomes. Students request legislation that will enable greater student access to affordable alternative textbook formats.

DISTRIBUTION OF STUDENT SERVICES AND ACTIVITIES FEES

Under Washington State law, Boards of Trustees have the discretion to keep services and activities fees collected through excess enrollment and contracted services in the college operating budget or give them back to students. Services and activities fees are not intended to supplement the college operating budget. Services and activities fees are intended to give students the opportunity to invest their dollars in ways that best suit the needs of their campuses per RCW 28B.15.045. Students request the creation of statewide legislation that compels Boards of Trustees and college administrations to give all services and activities fees collected, including excess enrollment and contracted services, to the student governing bodies.

CONGRUENCY OF DIRECT TRANSFER DEGREE REQUIREMENTS

Community and technical college students are experiencing difficulties accurately completing their specified direct transfer degrees. In order to ensure proper academic advising and efficient use of time for degree completion, students request legislation which requires a mandatory annual assessment of congruency among the Intercollege Relations Commissions, State Board of Community and Technical Colleges, and individual institutional guidelines for the direct transfer degree requirements.

LESBIAN, GAY, BISEXUAL AND TRANSGENDER DEMOGRAPHIC CATEGORIES ON COMMUNITY AND TECHNICAL COLLEGE UNIFORM APPLICATION

Lesbian, gay, bisexual, and transgender (LGBT) students are a vulnerable population on college campuses, but lack of data makes their needs nearly invisible to many college administrations. Students request legislation requiring the State Board of Community and Technical Colleges modify the Uniform Application for Admission to Washington Community and Technical Colleges to include demographic categories for sexual orientation and gender identity; to use this demographic information to research the enrollment, retention, and degree completion rates of LGBT cohorts; and to address inequities of educational outcomes if they are identified within this population.

PROTECTED AND DEDICATED FUNDING FOR THE COMMUNITY AND TECHNICAL COLLEGE SYSTEM

Community and technical colleges have become as essential to the production of the Washington State workforce as the K-12 institutions of years past, but are not recognized in this respect, and thus funding for these institutions is discretionary and not protected. In order to maintain and increase access to higher education, students request that legislation be enacted to protect student financial assistance programs such as work study and financial aid, as well as to create protected and dedicated funding for the Washington State Community and Technical College system, establishing a K-AA educational system.



STUDY SESSION AGENDA ITEM

November 30, 2011

TAB 2

Topic

Open Course Library

Description

SBCTC eLearning is developing open content for the 81 courses most commonly taken by students in our system. Using funds from The Bill and Melinda Gates Foundation and the Washington State Legislature, faculty development teams have been developing course materials that will cost students \$30 or less per course. This open content, called Open Course Library (OCL), will not only reduce the cost for students to attend our colleges, but will also be freely available on the Internet and will be used by students all over the world. The first 42 courses (Phase 1) were released on October 31, 2011. In the first year, the Open Course Library will save system students over \$1.2 million dollars in textbook costs.

Key Questions

- Will access to less expensive or free materials increase student achievement?
- How will access to high-quality digital content change the ways students learn?
- How will faculty change course and curriculum development and delivery when using open content?
- How will traditional publishers respond to a challenge to their business models?

Analysis

The Open Course Library is a response to the System Direction to use technology, collaboration and innovation to meet the demands of the economy and improve student success. In addition, Strategy 1, Action 2 of the Strategic Technology Plan states we will use "Free Textbooks: Wherever possible, eliminate published textbooks in favor of free, open, online materials."

High textbook costs are a deterrent to student success. The cost for textbooks for the average CTC student is now over \$1,000 per year, making textbooks the largest cost for students after tuition. In addition, students are less likely to be able to sell used books at the end of their classes. Publishers frequently change the editions or provide single-use web materials that cannot be resold. Faculty and college libraries frequently witness students attempting to take classes without buying the required material. For the last three years, the CTC Student Voice Academy has identified high textbook costs as their number one concern. Open digital content allows students to have access to required materials for free or at a low cost.

Although faculty appreciate high-quality publisher materials, they often cannot find all the materials they need from a single source. Open content allows faculty to create the exact materials their students need. For this project, faculty and support staff from system colleges developed course materials that would be openly available on the Internet. Course developers took advantage of existing open content and wrote new content that is now openly licensed. To ensure high quality courses and materials, faculty developers were supported by instructional designers, research librarians, global education specialists and disability support specialists.

SBCTC spent \$1.18 million to develop the materials for the first 42 courses in the Open Course Library. A report by StudentPIRG shows that if these materials are used only by those faculty who developed them or who have already agreed to use them, students will save over \$1.2 million. Once the Open Course Library is fully developed, 411,000 students enrolled in these 81 most common courses could save as much as \$41 million per year. If open materials are used for English Composition I, which has 50,000 enrollments per year, students would save \$5 million per year.

The Open Course Library materials have already been adopted not only by the content developers and others in our college system, but also outside our state. The Saylor Foundation has adapted all of the 42 courses that are completely free, making the content available on their website: <http://saylor.org>. Courses have been adopted in Romania, California, New York, and the Oregon community colleges are seeking a partnership with the Open Course Library.

While the course materials were developed for the colleges and students within our system, national and global collaboration on open content will only increase the availability of high quality open content for everyone.

Development teams will begin work on the remaining 39 courses this winter, and those course materials will be available in Spring 2013. During this year, all system faculty will have opportunities to learn how to use open content, including Leading From the Classroom workshops sponsored by TACTC and WACTC, webinars, videos and live demonstrations.

Background Information

Open Course Library: <http://www.opencourselibrary.org>.

News links on the Open Course Library:

https://docs.google.com/spreadsheet/ccc?key=0AIQEyzXyEJfRdEZCMGVET1NqVGRiV0VpdEYxUE44NVE&hl=en_US.

StudentPIRG report on the Open Course Library:

<http://www.studentpirgs.org/uploads/6e/bc/6ebce7e72dd95f96aadab272363e9f77/Affordable-Textbooks-For-Washingtons-Students.pdf>.

Three Things You Should Know About the Open Course Library (Attachment A).

Outcomes

The Board will be updated on the Open Course Library, see a demonstration of how it can be used and accessed and have an opportunity to interact with staff, faculty and students who built and used the open courses.

Prepared by: Connie Broughton, 360-704-4334, cbroughton@sbctc.edu.

Three Things You Should Know About the Open Course Library <http://opencourselibrary.org>

What is the Open Course Library?

The Open Course Library is a collection of expertly-developed educational materials designed by faculty and openly shared to all. It includes textbooks, syllabi, course activities, readings, and assessments for 81 high-enrollment college courses. Forty-two (42) courses have been completed so far, providing faculty with a high-quality, affordable option that will cost students no more than \$30 for course materials.

The Open Course Library is:

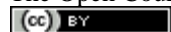
1. **High Quality** – Course materials go through an extensive series of quality checks.
 - a. All course materials are pilot-tested in a college classroom and then further refined.
 - b. Quality checks include peer reviews, instructional designer reviews, and expert reviews by universal design, accessibility, and global education specialists.
2. **Affordable** – Students pay no more than \$30 for Open Course Library materials, including textbooks. Most courses use 100% free materials.
 - a. Students spend about \$1,000 on textbooks annually, in addition to tuition.
 - b. Some students even attempt courses without purchasing the textbooks, which affects completion rates.
 - c. Using Open Course Library materials allows students to spend less per course and afford more courses per term so they can graduate faster and get better paying jobs sooner.
3. **Adaptable** – Faculty can modify and build on some or all of the course materials.
 - a. Faculty adopters can use as much of the course materials as they choose.
 - b. There are no strings attached. We only ask that faculty cite the Open Course Library in their course and fill out our short adoption form.

Please visit <http://opencourselibrary.org> for more information, including the first 42 courses.

Contact: Tom Caswell, SBCTC Open Education Policy Associate, tcaswell@sbctc.edu.



The Open Course Library is funded by the Bill & Melinda Gates Foundation and the Washington State Legislature.



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STUDY SESSION AGENDA ITEM

November 30, 2011

TAB 3

Topic

Mission Study Review for Student Success Strategies

Description

At the September Board retreat, Board members, trustees, presidents, faculty union representatives and students worked with a facilitator to identify system goals and indicators for student success, key priorities of focus, challenges and opportunities in advancing progress, and contributions system groups can make towards advancing the key priorities.

Goals developed by the retreat participants include:

- Sustain and increase participation, including equitable participation by race, income level and gender
- Dramatically increase completion of certificates and degrees, and eradicate completion gaps by race, income and gender
- Close skills gaps in the labor force, increase transfer and completions in high demand areas

At the October meeting, the Board decided to pursue these goals in the context of the Mission Study recommendations and discussed a schedule for an in depth review of the metrics, strategies and policy choices for each recommendation. The purpose of this agenda item is to discuss the framework for re-examining the Mission Study recommendations. This framework will be used by staff to prepare background materials and analysis for the first Mission Study recommendation review at the February 1-2, 2012 State Board meeting.

Key Questions

- What questions does the Board want to examine as the Mission Study recommendations are reviewed?

Analysis

The Mission Study recommendations were approved by the Board in 2009. The recommendations include metrics, twenty year goals, and strategies to pursue the goals. In summary, the recommendations are:

1. Serve more people, including groups who have been underserved in the past
2. Close the statewide skills gap for technically trained workers
3. Increase funding for adult basic skills programs
4. Contribute more to the production of baccalaureate degrees
5. Work with our partners in the P-20 education system to create seamless, easy-to-navigate pathways for all students
6. Use performance measures and funding as incentives to improve student retention and achievement

7. Invest in sustaining faculty and staff excellence
8. Build a 21st century learning infrastructure
9. Promote the adoption of web-based and mobile technology tools for eLearning and online student services
10. Devote a larger share of system resources to teaching and learning by making smarter use of technology and promoting efficiencies in college district governance

Much progress has already been made since the Mission Study recommendations were adopted. The college system has made substantial gains in areas related to serving more people, increasing our contributions to the skilled labor force, baccalaureate degrees, student achievement, eLearning and infrastructure, and in some cases the year 2015 targets have already been achieved. The budget reductions are having an impact on progress, however. For example, the college system has fallen behind in funding for adult basic skills.

Some questions the Board may wish to consider as each recommendation is reviewed include:

- What progress is being made against the targets for each recommendation?
- Should the targets be changed due to the current budget climate?
- What progress has been made on the strategies proposed for each recommendation?
- Should the strategies be modified based on the current environment?
- What policy options could the Board adopt to pursue the Mission Study goals and recommendations?

Background Information

http://www.sbctc.edu/general/admin/Complete_September_2011_Agenda.pdf

http://www.sbctc.edu/general/admin/Tab_1_Student_Success_Strategies_October_2011.pdf

Outcomes

The Board will have an opportunity to determine the framework for examining the metrics, strategies and policy options for the Mission Study recommendations during 2012.

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



STUDY SESSION AGENDA ITEM

November 30, 2011

TAB 4

Topic

Budget Update

Description

The Governor has called a special session beginning 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.

Key Questions

- What is the Governor's proposal for balancing the budget?
- How will the Governor's proposal impact students and colleges?

Analysis

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) and \$85 million to the baccalaureate institutions (a FY 2013 cut to state funding of 17 percent for UW, WSU and WWU and 16 percent for EWU, CWU, and TESC). Funding for the Work Study program would be suspended (-\$8.1 million), but funding for the State Need Grant would be left intact. She also proposes to invest \$7.6 million in UW and WSU for 775 additional engineering students. The Governor's proposal would reduce all other areas of state spending, including K-12 education, social and human services, public safety, natural resources and general government.

The Governor will ask the voters to "buy back" cuts to K-12, higher education, human services and public safety through a temporary half-cent sales tax increase (from 6.5 percent to 7 percent). This would generate \$494 million in new revenue through the end of this biennium and would buy back the \$160 million proposed cut to higher education.

In addition, she has identified budget reductions she would buy back with additional revenues of \$59 million that could be generated through administrative changes and \$282 million from reducing tax exemptions. The latter would require a two-thirds vote of the Legislature.

In FY 2009, before the cuts began, the community and technical colleges received \$750 million in state appropriations. Under the budget passed last year, our FY 2013 funding is \$585 million, a 22 percent reduction from FY 2009. Enrollments are expected to drop to a projected 151,150 in FY 2013, from 162,000 FTEs in FY 2009. This is a reduction of over 22,000 students. While student demand remains strong in most districts, colleges have had to cut course sections and professional/technical programs to balance budgets, resulting in decreased access for students.

Based on information provided by the colleges (see **Attachment A – 2012 Five and Ten Percent Additional Reductions**), we have projected that another 10 percent reduction in state funding will result in additional declines in enrollments. 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.

As state funding has declined, tuition revenues have become an increasingly larger portion of college budgets. In 2008, before budget reductions started, state funds made up 74 percent of colleges' state and tuition funding. State funds dropped to 64 percent last year and are projected to be just 58 percent of state and tuition funding by next year under the budget already passed.

Students experienced a 12 percent increase in tuition this year, and the Legislature has authorized another 12 percent for next year. (See **Attachment B – CTC Tuition Rate History**.) If the Board adopts another 12 percent increase next year, annual tuition for a student taking 15 credits a quarter will have increased from \$3,135 to \$3,900 in two years, an increase of \$765 a year.

Background Information

Attachment A – 2012 Five and Ten Percent Additional Reductions

Attachment B – CTC Tuition Rate History

Attachment C – 2011-12 Tuition and Fees at Washington Public Higher Education Institutions

Outcomes

The Board will be briefed on the Governor's proposed budget and the likely impacts to students and colleges.

Prepared by: Denise Graham, (360) 704-4350, dgraham@sbctc.edu

**Washington State Board for Community and Technical Colleges
2012 Supplemental Operating Budget
Impacts of Additional 5% and 10% Budget Cuts**

Brief Description

The State Board for Community and Technical Colleges submits a description of the impacts of a reduction of \$52,968,000 General Fund-State to meet the 5 percent reduction target and \$105,935,000 to meet the 10 percent reduction target, as called for in OFM’s August 8th memo.

	<u>FY 2012</u>	<u>FY 2013</u>	<u>Total</u>
5% Reduction	(\$26,484,000)	(\$26,484,000)	(\$52,968,000)
10% Reduction	(\$52,967,500)	(\$52,967,500)	(\$105,935,000)

Background

Community and technical colleges provide affordable access in communities across the state to workforce training through professional/technical and apprenticeship programs; lower-division academic coursework that transfers to baccalaureate institutions; applied baccalaureate degree programs; adult literacy, English as a Second Language, and GED preparation programs; and reading and math courses that prepare students for college-level work.

In short, community and technical colleges are essential to our state’s success in building a strong workforce, a vital economy, and healthy communities. The education and training provided by two-year colleges will help lead us out of the current recession -- and then help keep our state’s economy strong - - by ensuring that individuals have the skills needed to fill employer demand for workers that strengthen their companies and grow the economy.

Last year, the two-year colleges served 341,000 individuals (162,000 full-time equivalent students (FTES)) through state-supported courses. Our students are diverse:

- 30 percent are parents
- 44 percent work while attending school
- 28 percent are unemployed
- 36 percent are students of color (compared to 25 percent of state population)
- They are older than traditional college students at 26 years of age.

Budget Reductions

In FY 2009 prior to the budget reductions, state funding for the community and technical colleges was \$750 million a year. State funding for the colleges has been reduced each year since the start of the economic downturn in the fall of 2008. Fiscal year 2013 state funding, at \$585 million, is \$165 million (22%) less than FY 2009 funding prior to the start of budget reductions. Annual tuition increases of seven percent in fiscal years 2010 and 2011 and twelve percent increases authorized for fiscal years 2012 and 2013 helped to offset state funding reductions in total dollars, but not in dollars per student.

Washington State Board for Community and Technical Colleges
2012 Supplemental Operating Budget
Impacts of Additional 5% and 10% Budget Cuts

At the same time the state investment has been falling, the economic downturn and high unemployment created a surge of demand at the community and technical colleges. Enrollment grew from 136,512 FTES in FY 2008 to 162,328 FTES in FY 2011, an increase of 25,816 FTES.

The surge in enrollments and cuts in state funding drove down state funding per student FTE from \$5,055 in FY 2008 to \$4,010 in FY 2011, a decrease of \$1,045, or 21%, per FTE student. Despite tuition increases of 7 percent a year in the 2009-11 biennium and the additional tuition revenues from increased enrollments, state and tuition expenditures per student fell from \$6,820 in FY 2008 to \$6,270 in FY 2011, a decrease of almost \$550, or -8%. Two 12% tuition increases authorized for this biennium, combined with additional enrollment changes discussed below, will help offset some of the per student decreases: state and tuition funding under the budget passed last session is projected at \$6,630 in FY 2013, 3 percent less than FY 2008.

Due to continued sluggish economic performance and the accompanying high levels of unemployment, student demand is expected to remain high through the current biennium. If FY 2011 levels of enrollment could be sustained, the colleges could make significant contributions towards the state's higher education plan for enrollment and degree attainment. However, enrollments are expected to decrease to 307,840 students (151,150 FTES) by FY 2013 under the biennial budget passed last session (22,770 fewer students served compared to FY 2011). As a result, the number of degree and certificate completions will decrease and there will be fewer individuals prepared to enter or re-enter the workforce, transfer to a baccalaureate institution, or go on to college-level work.

Enrollments are projected to drop not because student demand will decline but because colleges have had to reduce the number of academic course offerings and reduce the number of workforce programs and enrollment slots in order to balance their budgets. In addition, state budget reductions have meant colleges must increasingly rely on tuition-paying students, which has already resulted in a 10% drop in ABE enrollments over the last two years (ABE students pay \$25/quarter to ensure affordability). ABE enrollments are expected to drop disproportionately under the enacted budget.

Impacts of Additional Budget Reductions

A 5 or 10 percent reduction in state funding will necessitate further reductions in course and program offerings, as well as service levels. Impacts of additional budget reductions are described below in terms of changes to each program area, enrollments, and student success/completions.

Impacts by Program Area

- **Instruction – 5% (-\$28.5 million GF-S) and 10% (-\$57.0 million GF-S):** Instruction includes all activities that support direct instructional programs. Instruction utilizes 52 percent of college resources, with 91% of expenditures used for staffing. The colleges have identified the following as possible steps to take if state funding is reduced further:
 - Reduce full-time faculty
 - Eliminate off campus offerings in ABE/ESL
 - Close satellite instructional facilities

Washington State Board for Community and Technical Colleges
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Impacts of Additional 5% and 10% Budget Cuts

- Put development of new professional/technical programs on hold
 - Reduce the number of academic course offerings
 - Further increase class size
 - Delay purchase of instructional equipment in professional/technical programs
 - Suspend high-cost programs such as I-BEST
 - Reduce program offerings, examples include:
 - Welding, Nursing and other allied health, Civil Engineering, Automotive Technician, Diesel Technology
 - Reduce program cohort starts to one per year (from two) or start cohorts every two years rather than every year.
-
- **Student Services – 5% (-\$7.7 million GF-S) and 10% (-\$15.3 million GF-S):** Student Services supports student enrollment and retention, and includes admissions, advising, counseling, registration, financial aid and veteran’s services. Student services utilize 13 percent of college resources, with 78% of expenditures used for staffing. The colleges have identified the following as possible steps to take if state funding is reduced further:
 - Reduce staffing in Financial Aid, Registration, and Guidance/Academic advising functions.
 - Decrease public hours for college offices.
 - Close campus child care centers.
-
- **Central and Instructional Administration – 5% (-\$11.0 million GF-S) and 10% (-\$21.9 million GF-S):** Central and Instructional Administration includes instructional support functions, academic administration, college management, and State Board staff. Central and Instructional Administration utilizes 19% of college resources, with 72% of expenditures used for staffing. The colleges have identified the following as possible steps to take if state funding is reduced further:
 - Reduce staffing
 - Reduce campus security services
 - Severe reductions in equipment purchases, travel
 - Reduce hours and increase closure days
-
- **Libraries – 5% (-\$1.4 million GF-S) and 10% (-\$2.9 million GF-S):** Libraries support teaching and learning for students and faculty, and include all activities to support the operation of catalogued or classified collections of published materials, including audio, video, and other media. Libraries utilize 3% of college resources, with 70% of expenditures used for staffing. The colleges have identified the following as possible steps to take if state funding is reduced further:

Washington State Board for Community and Technical Colleges
2012 Supplemental Operating Budget
Impacts of Additional 5% and 10% Budget Cuts

- Colleges have already reduced staffing, hours of operation, and book and learning resources purchases. They will make further reductions through the same means, further limiting students' access to learning resources.
- **Plant Operations and Maintenance – 5% (-\$4.4 million GF-S) and 10% (-\$8.9 million GF-S):**
Plant operations and maintenance includes all activities required to maintain the capital facilities on campus. Plant operations and maintenance utilizes 13% of college resources, with 34% of expenditures used for staffing. The colleges have identified the following as possible steps to take if state funding is reduced further:
 - Reduce staffing
 - Further increase utility conservation measures
 - Continue to delay equipment replacement and purchases
 - Further decrease routine facility maintenance

Enrollments

In fiscal year 2011 the community and technical college system provided educational opportunities to 162,000 state supported full-time equivalent students (FTES), or approximately 341,000 state supported students. As discussed above, the budget reductions in the 2011-13 biennium budget are expected to result in colleges serving 151,150 FTES or 307,840 state supported students in FY 2013.

The steps colleges will need to take to balance their budgets in the event of additional budget cuts will accelerate reductions in enrollments. A 5 percent budget cut is projected to result in 8,961 fewer students (4,400 FTES) being served by close of FY 2013 compared to projected enrollments under the current budget. A 10 percent reduction budget cut is projected to result in 18,126 fewer students (8,900 FTES) being served by close of FY 2013 compared to projected enrollments under the current budget.

The decreases are anticipated to impact all mission enrollment areas, but will fall disproportionately on Professional/Technical and Basic Skills enrollments. These content areas have the highest cost per student (Professional/Technical) and the lowest revenue to cost ratio (Basic Skill). The enrollment impact is estimated to fall within the mission areas as shown in the following chart:

**Washington State Board for Community and Technical Colleges
2012 Supplemental Operating Budget
Impacts of Additional 5% and 10% Budget Cuts**

	Full Time Equivalent Students					
	Prof/Tech	Academic Transfer	Basic Skills	Remediation	Total	Headcount
FY 2011 Actuals	56,068	68,966	21,661	15,633	162,328	330,608
FY 2013 Current Projection	53,750	63,000	20,200	14,200	151,150	307,842
FY 2013 with 5% Reduction	51,650	61,700	19,500	13,900	146,750	298,881
FY 2013 with 10% Reduction	49,350	60,300	18,900	13,700	142,250	289,716
Change from FY 2013 Projection		Academic Transfer	Basic Skills	Remediation	Total	Headcount
5% Reduction	(2,100)	(1,300)	(700)	(300)	(4,400)	(8,961)
10% Reduction	(4,400)	(2,700)	(1,300)	(500)	(8,900)	(18,126)
% Change from FY 2013 Projection		Academic Transfer	Basic Skills	Remediation	Total	Headcount
5% Reduction	-3.9%	-2.1%	-3.5%	-2.1%	-2.9%	-2.9%
10% Reduction	-8.2%	-4.3%	-6.4%	-3.5%	-5.9%	-6.1%

Student Achievement/Completions

A major focus of the State Board and the community and technical colleges is to increase student success and the number of students completing degrees, certificates, and apprenticeships. Preliminary data for FY 2011 indicate an increase in completions over FY 2010 of 22 percent.

With continued budget reductions and reduced enrollments, we expect the number of completions to decrease. We remain committed, however, to continuing to increase the percentage of students completing degrees, certificates and apprenticeships. With increased class sizes and fewer student support services across the system, this will be challenging. We will continue making progress on several initiatives already underway because we believe these shifts in how we serve students will yield increased educational attainment and completion rates. These initiatives include the following:

- **Student Achievement Initiative.** The Student Achievement Initiative is a performance measurement and incentive funding system for community and technical colleges. It provides financial rewards to colleges for increasing the levels of academic achievement attained by all

Washington State Board for Community and Technical Colleges
2012 Supplemental Operating Budget
Impacts of Additional 5% and 10% Budget Cuts

students across mission areas. Colleges use student achievement data to identify barriers, and to design and implement strategies that increase student success. In addition, evidence-based best practices for improving student achievement are disseminated across the state. Between 2007 and 2010, colleges increased student achievement levels by 31% compared to a 5% increase in the number of students (headcount) included in the SAI calculations.

- **Expanding I-BEST** across the curriculum using federal adult basic education and vocational training funds and Bill & Melinda Gates Foundation grants. I-BEST programs promote student success by providing basic skills instruction and workforce instruction simultaneously. Multiple evaluation studies show that I-BEST programs substantially improve college transitions and completions for basic skills students. There were 155 I-BEST programs serving 3,200 students (1,742 FTES) in 2010-11. Efforts underway to expand I-BEST across the curriculum include:
 - Ten colleges received \$770,000 FY 2011 for a three year project to deliver pilots that combine precollege and workforce education courses, expanding I-BEST further towards technical degrees.
 - All colleges will be offered incentive funding to create I-BEST programs that get students to college level Student Achievement thresholds.
 - Three colleges have developed academic I-BEST programs, combining basic skills courses with college level academic courses
 - Four colleges are piloting on-ramps to I-BEST programs with local community-based organizations for young adults with very low basic skills.
 - Two colleges are piloting I-BEST programs in corrections institutions this year.
- **Expanding Achieving the Dream.** Achieving the Dream, a national program funded by the Lumina, Gates, and College Spark Foundations, aims to increase low-income student completions by using data to identify barriers and to develop strategies for overcoming those barriers. Six Washington state community and technical colleges received Achieving the Dream funding from 2006 through 2011. In 2011, Washington's College Spark Foundation funded an additional 10 colleges to participate in Achieving the Dream over the next four years, using Student Achievement data as the basis for tracking student success.
- **Reforming Pre-College Education.** Policy work for our Achieving the Dream grant and proposed efficiency recommendations from the Instruction Commission both call for transforming pre-college education curricula and placement testing practices. New curriculum models and placement options are being developed and implemented over the next two years. Curriculum changes that will accelerate student progress through precollege courses are being made. Colleges are adding multiple assessment options for new students to demonstrate college readiness, including a reciprocity agreement among colleges.

Washington State Board for Community and Technical Colleges
2012 Supplemental Operating Budget
Impacts of Additional 5% and 10% Budget Cuts

- **Reforming Pre-College Math.** Several initiatives to increase student success in pre-college math are currently underway:
 - The Gates Foundation provided funding for the math departments at seven colleges to redesign their pre-college math courses over three years beginning in 2010.
 - Gates is funding a national project including two Washington community colleges to develop a precollege statistics and college level statistics option that meets math requirements for associate and bachelor degrees. This course sequence is being taught this fall and was just approved for transfer by Washington’s public baccalaureate institutions, paving the way for statewide adoption by all community and technical colleges.
- **Open Course Library.** Funding from a 2009-11 biennium state appropriation and the Gates Foundation provided the resources to create an online library of digital courses, materials and textbooks for the 81 highest-enrolled courses throughout the community and technical college system. In 2010, 42 courses were redesigned to incorporate state of the art online teaching practices, reference materials and universal design principles (accessible to people with disabilities). The newly populated Open Course Library will go live on October 31, 2011. The next 39 courses will be redesigned in 2011-12. The goal of this project is to have 95% completion rates in all redesigned courses with online “textbooks” at \$30 or less per course.
- **Applied Baccalaureate Degrees.** Community and technical colleges have increased educational attainment across the state by offering high demand applied baccalaureate degrees. Currently, seven applied baccalaureate degrees are offered at six colleges. Additionally, four new BAS degree proposals are under consideration for approval by the State Board and HECB.
- **Prior Learning Credit.** Last year, the college system worked with the HECB and public and private colleges and universities to develop a series of recommendations to strengthen opportunities for students to earn credit for prior learning. The recommendations will be implemented in 2011. Awarding credit for prior learning based on demonstrated knowledge and skills will decrease time to completion.
- **eLearning.** The community and technical colleges have increased efficiency by deploying common eLearning tools throughout the system: 21 colleges use ANGEL, an online course management system; 26 colleges partner with WSU in the NW eTutoring Consortium; all colleges participate in an online reference librarian consortium; all colleges use Blackboard Collaborate, an online conferencing system; 33 colleges use Quality Matters, an instructional design tool for online courses; 33 colleges use Tegrity, a lecture capture system. In 2010-11, 31,395 FTES, one-fifth of all enrollments, were served through eLearning.
- **Western Governors University Washington.** The State Board has provided new high quality, low-cost transfer opportunities for Washingtonians by negotiating transfer agreements and tuition discounts for community and technical college students, faculty and staff enrolling in WGU.

Washington State Board for Community and Technical Colleges
2012 Supplemental Operating Budget
Impacts of Additional 5% and 10% Budget Cuts

Additional budget reductions will jeopardize many of the student success initiatives currently underway as colleges re-size and reprioritize staffing to focus on core functions.

Conclusions

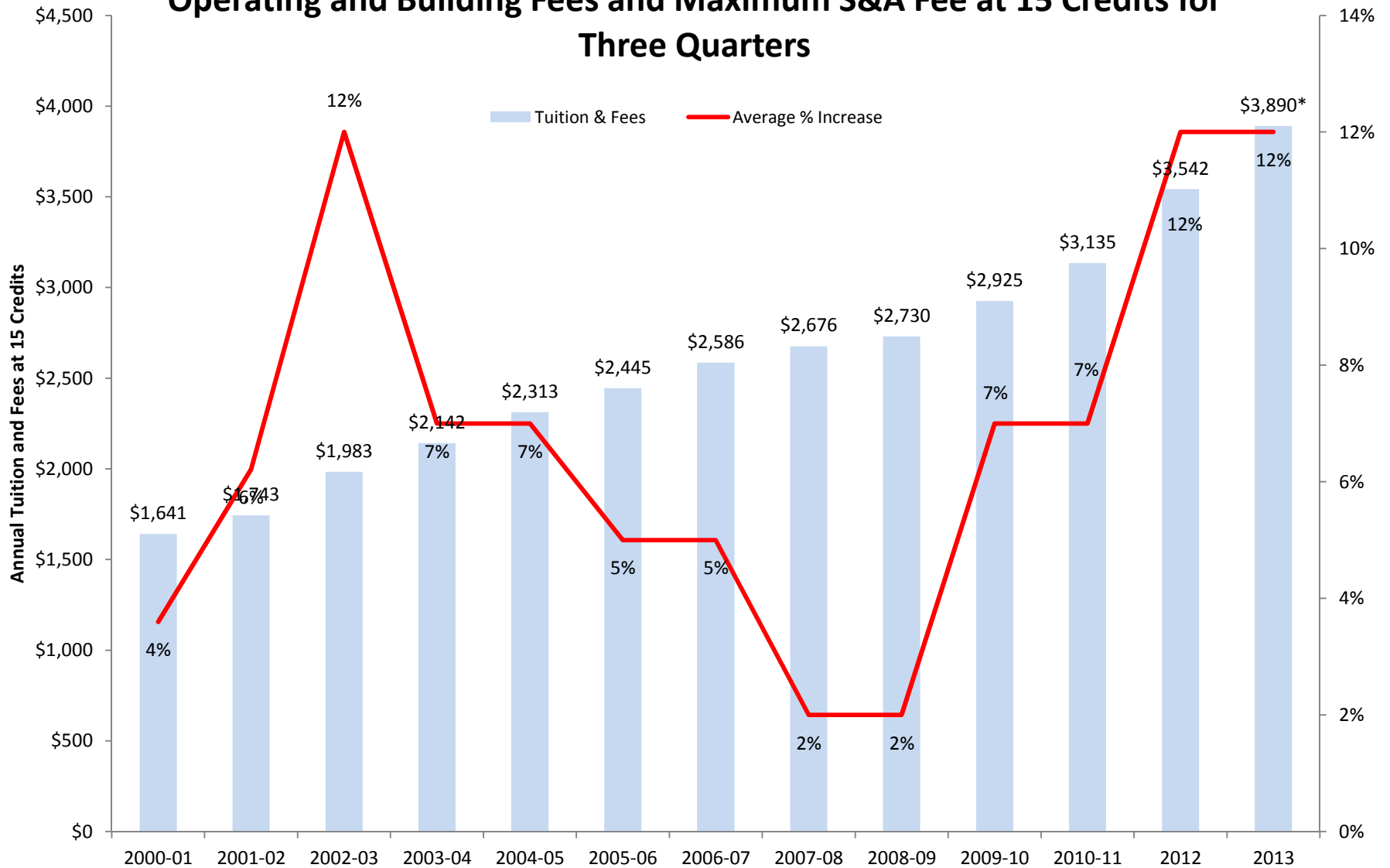
The funding model for community and technical colleges has shifted over the last three years away from being largely state supported to being much more dependent on tuition revenues: In FY 2008, state funding made up 74 percent of state and tuition funding for the colleges; last year, state funding made up 64%; by FY 2013, state funding will drop to an estimated 58% and that's without additional budget reductions.

This shift has two primary impacts on college mission: Colleges must increasingly rely on tuition-paying students, to the detriment of Adult Basic Education programs in which students pay just \$25 per quarter to ensure affordability. Additionally, the decrease in available state funding to support higher-cost workforce programs has meant that colleges must scrutinize the financial feasibility of offering these programs, resulting in the elimination of many otherwise viable workforce programs.

The greater reliance on tuition has also meant large tuition increases for students. In 2007-08, a full-time community college student paid about \$2,680 for the year. With another 12 percent tuition increase next year, a full-time student will pay almost \$4,000 a year or \$1,320 more than just five years ago. These higher tuition rates will mean students are saddled with more student loan debt and could also result in fewer low- and middle-income attending college.

In short, the state's budget crisis is changing who the colleges serve and how they serve them. The mix of mission areas – academic transfer, workforce, Adult Basic Education and remediation – is shifting out of financial necessity. The State Board and the college presidents will be considering options and strategies for preserving key college system mission areas as the cut levels we face become clearer.

Full-Time Tuition and Fees and Percentage Increases Operating and Building Fees and Maximum S&A Fee at 15 Credits for Three Quarters



*2013 estimated tuition and fee if Board adopts a 12% increase.

2011-12 Resident Undergraduate Tuition and Fees	
Colleges and Universities	Estimated Tuition and Fees
Research Universities	
University of Washington	\$10,223
Washington State University	\$9,886
Comprehensive Universities	
Central Washington University	\$7,125
Eastern Washington University	\$6,794
The Evergreen State College	\$6,909
Western Washington University	\$7,048
Community & Technical Colleges	\$3,542



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

MEETING MINUTES

October 27, 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

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October 27, 2011

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11-10-54	- Bellevue College Property Acquisitions	2
11-10-55	- South Seattle CC Local Expenditure Authority for Instructional Wine Building Remodel	2
11-10-56	- Tacoma CC Local Expenditure Authority for Health Careers Center	2
11-10-57	- Walla Walla CC Local Expenditure Authority for Dietrich Activity Center	2
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**STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
Olympia**

**Regular Meeting Minutes
October 27, 2011
Renton Technical College, Renton, WA**

The State Board held a study session on October 26, 2011, from 1:30 p.m. to 5:00 p.m. at Renton Technical College in Renton, WA. The Board discussed Student Success Strategies key priorities of focus as defined at the retreat in September. They also discussed the Efficiency Study Report, heard an update from Bill Chance, author of the Cascadia Colocation Study Report and received a 2012 Budget Update from Finance Deputy Director Denise Graham.

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

State Board Members Absent: Beth Willis (Vice Chair)

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

MOTION: Moved by Jim Bricker and seconded by Erin Munding that the State Board adopt its October 27, 2011 regular meeting agenda as presented.

MOTION CARRIED.

HOST COLLEGE PRESENTATION

Steve Hanson, President of Renton Technical College (RTC) welcomed the State Board and audience members present. He reviewed a couple of college fact sheets which he said had been helpful in highlighting several of their workforce degrees and certificates and enrollment numbers among other useful data when meeting with Legislators.

President Hanson then introduced faculty presenter Michele Lesmeister from the Reading Apprenticeship program. Michele highlighted the importance of the program during a power point presentation. She noted that the overall outcome of the program had helped to create informed instructors who had learned new ways to engage students and as a result the students better comprehend academic text.

President Hanson then introduced staff presenter Dante Leon who presented a power point about the Aerospace Assembly Mechanic program. He highlighted their partnership with the WATR Center and Boeing. He noted that RTC has received over \$2.2 million in grants to support aerospace job training programs. Washington State and federal government are making major investments in RTC aerospace training programs.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Charlie Earl reported on the following topics:

- AWB Focus Groups
- Gates Grant on Common Core
- Aerospace News
- Seattle Campuses
- Open Course Library
- Governor's Higher Education Steering Committee

ADOPTION OF CONSENT AGENDA (Resolutions 11-10-53 through 11-10-59)

MOTION: Moved by Jim Bricker and seconded by Erin Munding that the State Board adopt the consent agenda for its October 27, 2011 regular meeting as follows:

- a) Approval of September 14, 2011 State Board regular meeting minutes***
- b) Resolution 11-10-53 (ATTACHMENT #1): Yakima Valley Property Acquisitions***
- c) Resolution 11-10-54 (ATTACHMENT #2): Bellevue College Property Acquisitions***
- d) Resolution 11-10-55 (ATTACHMENT #3): South Seattle CC Local Expenditure Authority for Instructional Wine Building Remodel***
- e) Resolution 11-10-56 (ATTACHMENT #4): Tacoma CC Local Expenditure Authority for Health Careers Center***
- f) Resolution 11-10-57 (ATTACHMENT #5): Walla Walla CC Local Expenditure Authority for Dietrich Activity Center***
- g) Resolution 11-10-58 (ATTACHMENT #6): Edmonds CC Local Expenditure Authority for Athletic Turf Project***
- h) Resolution 11-10-59 (ATTACHMENT #7): Everett CC Local Expenditure Authority for Jackson Center Remodel***

MOTION CARRIED.

CENTRALIA COLLEGE BACHELOR OF APPLIED SCIENCE, APPLIED MANAGEMENT

Kathy Goebel of the State Board staff presented that in November 2010, the State Board and the Higher Education Coordinating Board (HECB) approved a process, selection criteria, and application materials for community and technical colleges seeking to offer an applied baccalaureate program.

An initial step of the approval process requires the college's administration to schedule a study session with the State Board. The study session is intended to be a conceptual discussion regarding the relationship of the proposed applied baccalaureate degree to the mission, vision and goals of the college and the 2-year college system. This discussion represents Step 1 of the process.

President Jim Walton and Board member Stuart Halsan presented to the Board that the new bachelor degree would make significant changes to the unemployment rate in their community. They noted that the program would open up broad job opportunities in their community with many small businesses that would benefit from graduates with an applied management degree.

APPROVAL OF STUDENT ACHIEVEMENT AWARD FUNDS (RESOLUTION 11-10-60)

David Prince of the State Board staff presented that in 2007, the Board launched the Student Achievement Initiative. Its purposes are 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. It represents a shift from funding entirely for enrollment inputs to also funding meaningful outcomes.

He noted that the framework for Student Achievement is that as more students increase their basic skills and college readiness, gain momentum from first year college's success, and finish college math they will complete in greater numbers. He showed that Twenty-one colleges increased performance in 2011 and reviewed the college's achievement results in great detail with the Board.

Before the motion was moved for adoption David noted that he would like to remove one line from the resolution. The Board agreed and the motion was presented as revised.

MOTION: Moved by Erin Mundinger and seconded by Wayne Martin that the State Board adopt Revised Resolution 11-10-60 (ATTACHMENT #8) to approve the allocation of 2011 Student Achievement Awards.

MOTION CARRIED.

2012 LEGISLATIVE SESSION OUTLOOK

Denise Graham of the State Board staff reported information from the Governor's press conference earlier that morning. She noted that the current outlook shows a \$2 billion dollar shortfall. She also noted that the Governor had presented preferred cut alternatives which included higher education.

Deb Merle of the State Board staff reported that the Governor has called legislators in for a special session to convene November 28, 2011 to address the current budget shortfall. The regular 2012 Legislative session will begin January 9, 2012 and will end on March 8, 2012.

Once again the legislature has expressed interest in specific regulatory relieve and management flexibility proposals. Last year we submitted a list jointly with the four-year institutions. We are currently working with the colleges to identify any additional items that could be added to this list which would enable them to more efficiently and cost-effectively manage their campuses in the face of declining funding and staff.

Deb reviewed messaging two-pager policy briefs that are being utilized for meetings with Legislators. She noted that the Joint Legislative Committee phone calls would resume on December 2.

APPROVAL OF BELLEVUE COLLEGE BACHELOR OF APPLIED SCIENCE IN HEALTH CARE TECHNOLOGY AND MANAGEMENT (RESOLUTION 11-10-61)

Kathy Goebel of the State Board staff presented that in November 2010, the State Board and the Higher Education Coordinating Board (HECB) approved a process, selection criteria, and application materials for community and technical colleges seeking to offer an applied baccalaureate program.

Bellevue College has completed an initial step in the approval process when college administrators met with State Board members on June 22, 2011 to discuss how the proposed Bachelor of Applied Science Degree in Healthcare Technology Management aligns with the College's strategic goals and helps meet regional/statewide needs.

An intermediate step in the approval process (and final action step for the State Board) requires State Board approval or denial of the college's application to offer the proposed Bachelor of Applied Science degree. If approved, Bellevue's application moves to the Higher Education Coordinating Board for consideration.

Bellevue college representatives including; President Laura Saunders presented that in early outreach efforts for the bachelor program they had already generated much intrigue and interested in the program. She noted that the college had no additional need for space since most of the program would be completed online and students would be comfortable with that since most of them would come with an IT background. Students would also participate in internships as a part of the program within their own communities.

MOTION: Moved by Erin Mundinger and seconded by Shaunta Hyde that the State Board adopt Resolution 11-10-61 (ATTACHMENT #9) to approve Bellevue College's application for a Bachelor of Applied Science in Healthcare Technology Management degree program.

MOTION CARRIED.

ALLOCATION OF SBCTC 179D ENERGY DEDUCTIONS (RESOLUTION 11-10-62)

Wayne Doty of the State Board staff presented an opportunity to allocate energy related tax deductions and, for the Board's consideration, an allocation methodology that would allow the designers, colleges and State to benefit from these allocations.

David Stolier from the Attorney General's office presented that the Internal Revenue Service allows governmental building owners who make energy efficiency improvements to existing buildings or who build new energy efficient buildings to allocate their tax deduction to the person primarily responsible for the design of the property.

Wayne noted that the State Board could realize cost savings of up to \$400,000 from completed projects and receive additional revenue from current projects through 2014.

MOTION: Moved by Jim Bricker and seconded by Shaunta Hyde that the State Board adopt Resolution 11-10-62 (ATTACHMENT #10) to approve the Allocation of SBCTC 179D Energy Deductions.

MOTION CARRIED.

**RUNNING START TUITION AND TUITION WAIVERS FOR LOW INCOME STUDENTS
(RESOLUTION 11-10-63)**

Denise Graham of the State Board staff presented that in 2011, the Washington State Legislature passed a state budget designed to capture significant cost savings in order to balance the state budget. One of the areas impacted was Running Start, a dual enrollment program for high school students who also enroll in college courses.

Prior to the 2011 budget, Running Start students were allowed to enroll up to full time at their local high school and up to full time at a local community or technical college with state reimbursement provided for up to 2.0 FTE (1 FTE for the high school and 1 FTE for the college). The 2011-13 state budget placed a limit on the amount of reimbursement allowed for high school student participation in Running Start. Beginning fall 2011, Running Start students may enroll in combined high school and college with reimbursement up to 1.2 FTE as opposed to the previous 2.0 FTE. The 1.2 FTE limit, therefore, requires a student to pay college tuition for credits beyond 1.2 FTE. There is concern that this 1.2 FTE limit will disadvantage low income Running Start Students.

She asked the Board to clarify that a Running Start student enrolled in vocational programs must pay tuition on credits for which the state does not provide reimbursement, unless the student is eligible for the low income tuition waiver.

MOTION: Moved by Shaunta Hyde and seconded by Wayne Martin that the State Board adopt Resolution 11-10-63 (ATTACHMENT #11) to approve Running Start Tuition and Tuition Waivers for Low Income Students.

MOTION CARRIED.

CHAIR'S REPORT

Chair Fairchild presented her report:

- **Trustees' Association Report.** TACTC President Tom Malone welcomed new State Board members. He gave a re-cap of the GISS Student Success seminar and his trip to the ACCT Leadership Congress in Dallas. He also invited the State Board members to attend the TACTC Winter Conference in January 2012.
- **Presidents' Association Report.** WACTC President Gerald Pumphrey reported on the current condition of a sustained period of public disinvestment. He also discussed the tipping point at which the combination of increased tuition and reduced access eliminates our competitive advantages in our traditional markets. He noted that there is an upcoming WACTC meeting in November.
- **Parking Lot Items.** A list of the State Board's "Parking Lot" items was presented for review and updates. No additions or corrections were made to the parking lot.

ADJOURNMENT/NEXT MEETING

There being no further business, the State Board adjourned its regular meeting of October 27, 2011 at 12:30 p.m. The State Board will hold its next regular business meeting November 30 – December 1, 2011 at the Tacoma Community College.

Sharon Fairchild, Chair

ATTEST:

Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 11-10-53

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

WHEREAS, Yakima Valley Community College has identified properties within their master plan that is available for sale; and

WHEREAS, the college's board of trustees has approved the purchase subject to State Board approval; and

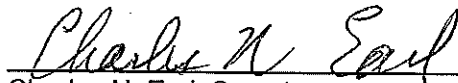
WHEREAS, the college has a reserve balance of sufficient local funds for the acquisitions.

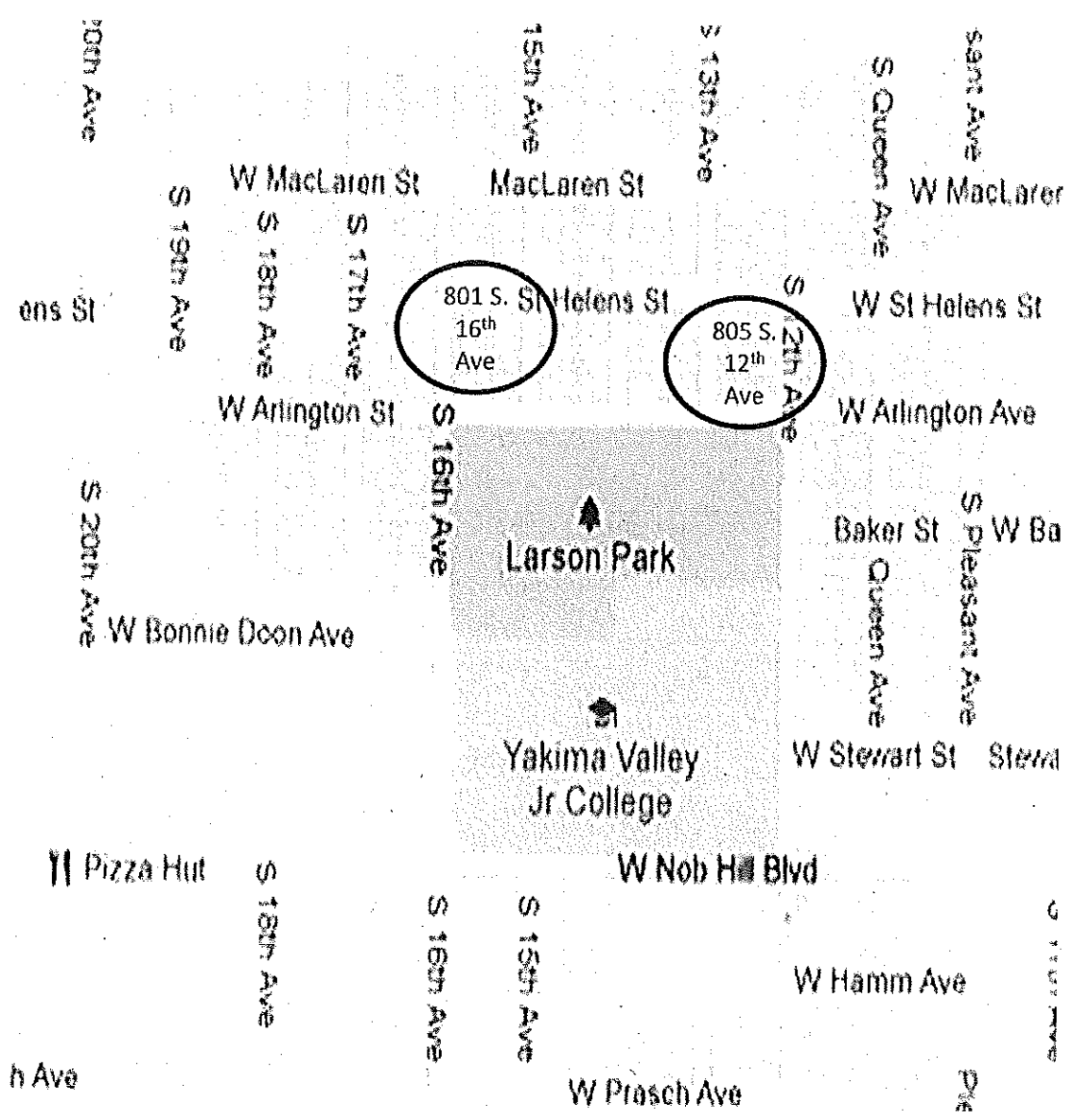
THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorizes Yakima Valley Community College local expenditure authority, not to exceed \$264,500, for the purchase of properties located at 805 S. 12th Avenue and 801 S. 16th Avenue in Yakima, Washington.

APPROVED AND ADOPTED on October 27, 2011.


Sharon Fairchild, Chair

ATTEST:


Charles N. Earl, Secretary



STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 11-10-54

WHEREAS Bellevue Community College has identified two properties within their facility master plan that is available for sale; and

WHEREAS the Bellevue Community College Board of Trustees on October 5, 2011, recommended the purchases; and

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

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorize Bellevue College to use local funds, up to \$935,000 plus closing cost, to acquire two properties located at 2440 145th Street and 2626 145th Avenue SE, in Bellevue.

APPROVED AND ADOPTED October 27, 2011.

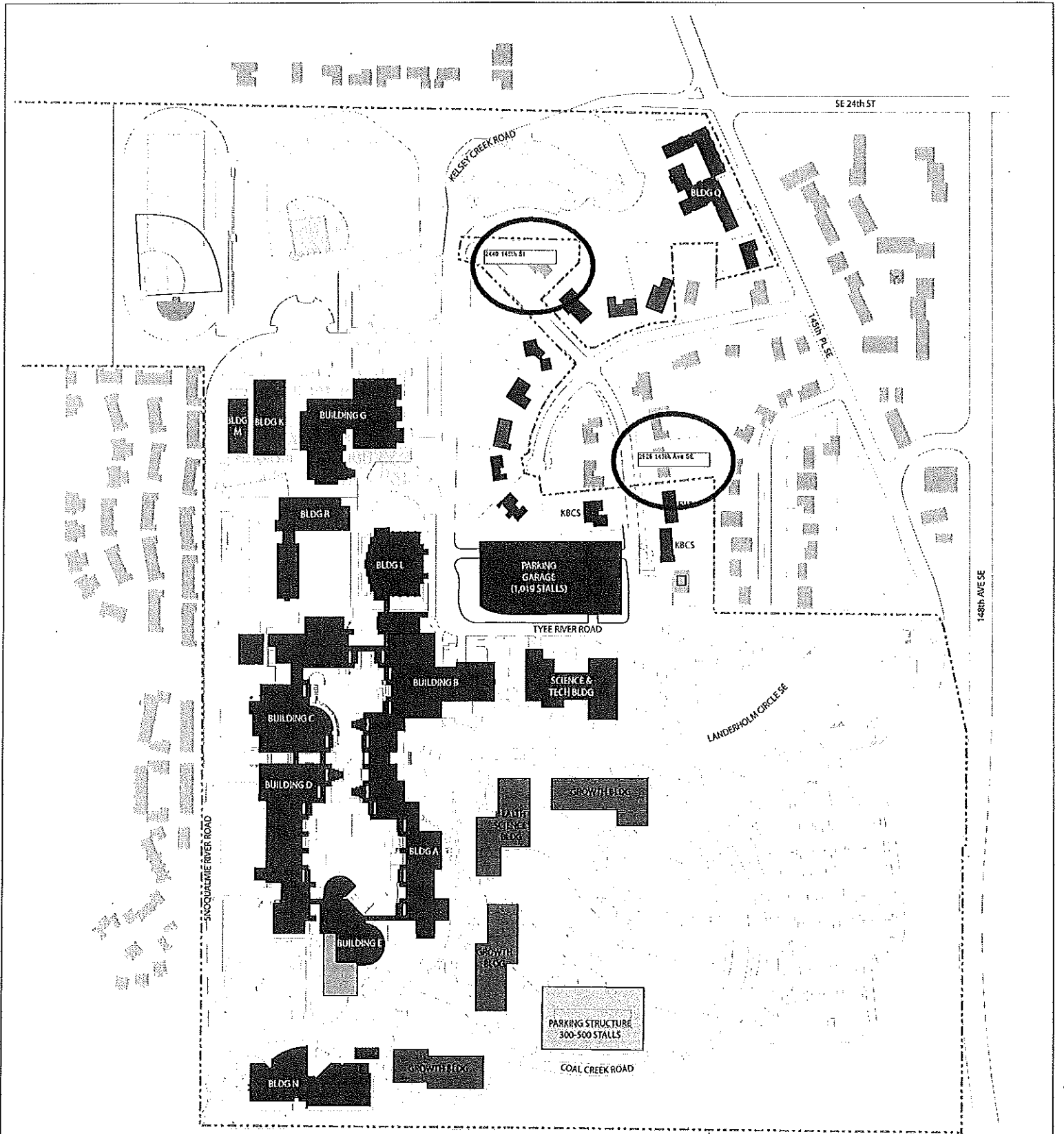


Sharon Fairchild, Chair

ATTEST:



Charles N. Earl, Secretary



**BELLEVUE COMMUNITY COLLEGE
CONCEPT PLAN**

SCALE: 1" = 100'-0"
 0 100' 200'
 NORTH ▲

revised 03.24.03

- EXISTING BUILDINGS
- PLANNED ADDITIONS
- PLANNED BUILDINGS
- PLANNED STRUCTURED PARKING
- NON-BCC STRUCTURES

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 11-10-55

A resolution relating to South Seattle Community College's local expenditure authority for their Instructional Wine Building Remodel.

WHEREAS, South Seattle Community College is in the process of remodeling their former machine shop, turned storage building, into a space that can house their instructional wine making program known as the Northwest Wine Academy; and

WHEREAS, the scope of the project includes replacing the HVAC system, bringing the electrical system to code, making significant seismic upgrades and other repairs in order to reoccupy the space for instructional purposes; and

WHEREAS, the college has received state funding totaling \$1,343,495 and seeks approval to use up to \$400,000 in local funds for the remainder of the project.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorizes South Seattle Community College local expenditure authority, not to exceed \$400,000, for their Instructional Wine Building Remodel.

APPROVED AND ADOPTED on October 27, 2011.


Sharon Fairchild, Chair

ATTEST:


Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 11-10-56

A resolution relating to Tacoma Community College's local expenditure authority for the Health Careers Center.

WHEREAS, the scope of Tacoma Community College's Health Careers Center is to construct a 69,715 square foot Health Careers Center to accommodate the increased demand for health care education; and

WHEREAS, the 2009-11 Capital Budget the Legislature provided \$2,946,000 to begin the design of center; and

WHEREAS, the cost of the center's construction is included in the 2012 Supplemental Capital Budget Request; and

WHEREAS, the college is asking for approval to use up to \$255,000 in local funds to finish the center's design to ensure the project can be ready to bid as soon as possible if funding for construction is provided in the supplemental budget; and

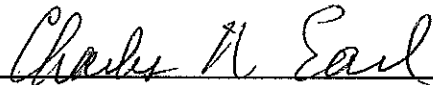
WHEREAS, the college has a reserve balance of sufficient local capital funds.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorizes Tacoma Community College local expenditure authority, not to exceed \$225,000, for the design of their Health Careers Center.

APPROVED AND ADOPTED on October 27, 2011.


Sharon Fairchild, Chair

ATTEST:


Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 11-10-57

A resolution relating to Walla Walla Community College's local expenditure authority for the Dietrich Activity Center project.

WHEREAS, as part of an Energy Savings Performance Contract, Walla Walla Community College will be upgrading the HVAC and domestic water heating systems and controls in their Dietrich Activity Center; and

WHEREAS, the college will also be replacing lower efficiency lighting in the Dietrich Activity Center as well as in five other campus buildings; and

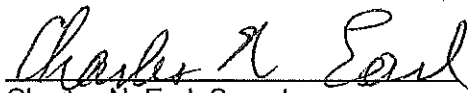
WHEREAS, the college received \$526,969 through a Department of Commerce Grant and the college's board of trustees approved the use of up to \$350,000 in local funds for the project.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorizes Walla Walla Community College local expenditure authority, not to exceed \$876,969, for their Dietrich Activity Center project.

APPROVED AND ADOPTED on October 27, 2011.


Sharon Fairchild, Chair

ATTEST:


Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 11-10-58

A resolution relating to Edmonds Community College's Local Expenditure Authority for the Athletic Turf Project.

WHEREAS, in January 2011, Edmonds Community College received authority to use up to \$1,700,000 in local funds for the design and architectural work for replacing the college's natural turf baseball field with an artificial turf multi-sport field; and

WHEREAS, the project also involves the replacement of under-drain storage, detention, scoreboard, dugouts, press box, backstop, light pole relocation, electrical code upgrades, sewer lift station, netting and other related miscellaneous needs; and

WHEREAS, the construction bids were higher than expected and the college's board of trustees approved the additional expenditure authority of up to \$900,000; and

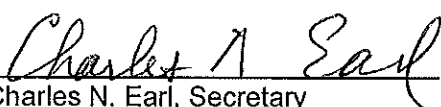
WHEREAS, the college's Associated Students Executive Board (ASEdCC) proposed the Athletic Field Fee, a temporary fee of \$1.50 per credit student fee, to fund the project and on June 10, 2010, the college's board of trustees approved the fee.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorizes Edmonds Community College local expenditure authority, not to exceed \$2,600,000, for the college's Athletic Turf Project.

APPROVED AND ADOPTED on October 27, 2011.


Sharon Fairchild, Chair

ATTEST:


Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 11-10-59

A resolution relating to Everett Community College's local expenditure authority for the Jackson Center Remodel Project.

WHEREAS, in January 2011, Everett Community College received authority to use up to \$1,700,000 in local funds to move their Enrollment Services and Cashiering from the Jackson Center to a Multi-Purpose Room in the Parks Student Union and convert the Jackson Center into a Conference Center; and

WHEREAS, the college is ready to complete the second phase of the project; including the demolition and rebuilding of the Parks Student Union north side steps and walkway to ADA compliance; and

WHEREAS, the college is requesting an additional \$1,100,000 in local funds for the project; and

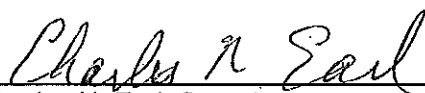
WHEREAS, the college has a reserve balance of sufficient local capital funds.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorizes Everett Community College local expenditure authority, not to exceed \$2,800,000, for the Jackson Center Remodel Project.

APPROVED AND ADOPTED on October 27, 2011.


Sharon Fairchild, Chair

ATTEST:


Charles N. Earl, Secretary

STATE OF WASHINGTON

STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 11-10-60
(Revised)

A resolution relating to the Student Achievement Initiative Awards.

WHEREAS, the Board established the Student Achievement Initiative to reward colleges for improvements in increasing student success and to shift a portion of funding from enrollments to performance; and

WHEREAS, the Student Achievement Initiative measures colleges for the intermediate outcomes that students achieve, leading to and completing college certificates and degrees; and

WHEREAS, state funds for Student Achievement were given a proviso in the 2011-13 budget to the State Board for Community and Technical Colleges; and

WHEREAS, 21 colleges accomplished net increases in Student Achievement between the 2009-10 and the 2010-11 performance year; and

WHEREAS, these funds are awarded to the colleges based on their own achievement gains; and

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges approves the 2011 distribution of \$756,672 to support the Student Achievement Initiative to be awarded in 2011; and

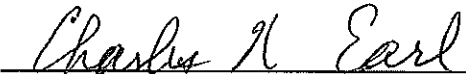
BE IT FURTHER RESOLVED that the rate for 2012 be set at \$84 per Achievement point; and

BE IT FURTHER RESOLVED that the State Board for Community and Technical Colleges authorizes the Executive Director to make adjustments, as necessary, for actions taken by the Governor, computational errors, data corrections, externally imposed restrictions or guidelines, legislative appropriation provisos, restrictions, guidelines, uniform accounting and reporting requirements, and unanticipated changes in state or federal funding.

APPROVED AND ADOPTED on October 27, 2011.


Sharon Fairchild, Chair

ATTEST:


Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 11-10-61

A resolution to approve Bellevue College's application to offer a Bachelor of Applied Science in Healthcare Technology and Management based upon recommendations of the Community and Technical College Applied Bachelor's Degree Review Committee.

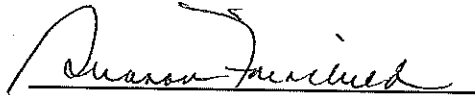
WHEREAS, Substitute Senate Bill 6355, passed by the 2010 Washington State Legislature, recognizes the State Board for Community and Technical Colleges and the Higher Education Coordinating Board as the state's authority for approving all Applied Bachelor's degree programs offered by community and technical colleges; and

WHEREAS, consistent with the Washington State Legislature's requirement, the State Board developed objective criteria for the selection of Community and Technical College Applied Bachelor's degrees; and

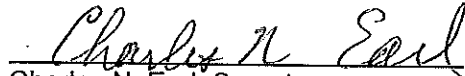
WHEREAS, the Community and Technical College Applied Bachelor's Degree Review Committee found that Bellevue College's application provided evidence that met or exceeded all objective selection criteria and will expand bachelor degree capacity in the state;

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges approves the recommendation of the Review Committee to authorize Bellevue College to pursue their Bachelor of Applied Science in Healthcare Technology and Management approval through the Higher Education Coordinating Board and the Northwest Commission on Colleges and Universities.

APPROVED AND ADOPTED on October 27, 2011.


Sharon Fairchild, Chair

ATTEST:


Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 11-10-62

A resolution relating to the allocation of SBCTC 179D Energy Deductions.

WHEREAS, the State Board for Community and Technical Colleges has the authority to establish guidelines for the receipt and disbursement of capital funds; and

WHEREAS, the Internal Revenue Service allows governmental building owners who make energy efficiency improvements to existing buildings or who build new energy efficient buildings to allocate their tax deduction to the person primarily responsible for designing the property; and


WHEREAS, the allocation of a tax deduction to the designer has a value which can be shared with colleges or the State.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges delegates its authority to the Executive Director to allocate 179D tax deductions to building designers in exchange for reimbursements in accordance with the worksheet in Attachment A, or as otherwise determined to maximize the benefit to the colleges or State.

APPROVED AND ADOPTED on October 27, 2011.


Sharon Fairchild, Chair

ATTEST:


Charles N. Earl, Secretary

SBCTC 179D Energy Deduction Allocation Reimbursement Worksheet

Building Name:	
Address:	
College:	
Primary Designer:	
OFM Project Number(s):	
Project Cost:	Total: \$
Substantial Completion Date:	
Status of Project at Time of Request for Allocation:	

Calculation of Potential Income Deduction	Applicable?	Total	Reference
Building Square Footage			IRB 2006-26 Section 5.01
Interior Lighting @ \$0.60/SF	\$ -	\$ -	IRB 2006-26 Section 2.03(2)(a)(i)(A)
HVAC, SHW Systems @ \$0.60/SF	\$ -	\$ -	IRB 2006-26 Section 2.04(2)(a)(i)
Building Envelope @ \$0.60/SF	\$ -	\$ -	IRB 2006-26 Section 2.05(2)(a)(i)
Maximum Possible		\$ -	

Reimbursement by Designer to Owner for Allocation	Rate	Amount
Enter Phase	Enter Phase	Enter Phase
		SBCTC Resolution 11-10-X

Internal Revenue Code 26§179D is available here: <http://www.gpo.gov/fdsys/pkg/USCODE-2010-title26/pdf/USCODE-2010-title26-subtitleA-chap1-subchapB-partVI-sec179D.pdf>

Internal Revenue Bulletin 2006-26 is available here: http://www.irs.gov/irb/2006-26_IRB/ar11.html

SBCTC Resolution 11-10-X is available here: http://www.sbctc.ctc.edu/general/a_board.aspx

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 11-10-63

A resolution relating the approval of a Running Start tuition waiver, effective winter quarter 2012, for low income students who enroll for more than 15 credits, or more than 1.2 combined high school and college FTE.

WHEREAS, Running Start is a popular program that allows high school junior and senior year students an opportunity to earn college credit while fulfilling high school requirements; and

WHEREAS, Running Start saves students and parents the cost of college tuition and speeds the time it takes for students to attain college credentials and degrees; and

WHEREAS, The Washington State Legislature has limited the reimbursement for students in the Running Start program to no more than 15 credits at the college, or no more than a combined high school and college enrollment of 1.2 FTE which will require Running Start students to pay for college credits exceeding the unreimbursed credits; and

WHEREAS, Running Start students enrolled in vocational programs requiring more than 15 credits a quarter will be eligible to apply for the low-income tuition waiver; and

WHEREAS, The State Board for Community and Technical Colleges has the authority to approve community and technical college waivers for disadvantaged populations seeking access to higher education; and

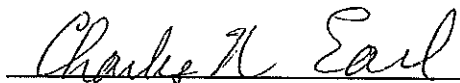
WHEREAS, Providing a tuition waiver for low income students enrolled in Running Start credits exceeding the 15 credit reimbursement limit allows for full and equitable participation in the program for all students, not just those who can afford it;

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges hereby approves charging Running Start vocational students tuition for credits not reimbursed by the state; and hereby approves a tuition waiver for all low income Running Start students taking more than 15 credits a quarter or more than 1.2 combined high school and college FTE.

APPROVED AND ADOPTED on October 27, 2011.


Sharon Fairchild, Chair

ATTEST:


Charles N. Earl, Secretary

Running Start 1.2 FTE Limitation – Implementation of Tuition, Fees and Waivers

Implementation Issue	Notes	Completed?
1. Charge tuition for unreimbursed credits (over 1.2 FTE combined high school and college, or over 15 credits at the college alone).		Adopted by State Board 6/2011
2. Waive tuition for low income students taking more than 1.2 FTE combined high school and college.		Adopted by State Board 9/2011
3. Low income tuition waiver for over 15 credits: Should tuition be waived for low income students who choose to take more than 15 credits?	Colleges are reimbursed for up to 15 credits (1 FTE). Up for State Board consideration in October.	
4. Vocational Students – should tuition be waived for RS students in vocational programs requiring more than 15 credits, or 1.2 combined high school/college FTE?	Low-income tuition waiver is available. Up for State Board consideration in October.	
5. Low income fee waiver for under 1.2 FTE and under 15 credits	Required by law.	Yes
6. Low income fee waiver for over 1.2 FTE and over 15 credits.	Authority to waive local fees rests with local boards.	Yes
7. Residency: Should non-resident RS students who take more than 1.2 FTE or more than 15 college credits be charged non-resident tuition?	Additional research needed on this issue.	



REGULAR MEETING AGENDA ITEM

TAB 5b

December 1, 2011

Consent Item Action (Resolution 11-12-64)

Topic

Additions to the 2012 Supplemental Capital Budget Request

Description

The 2012 Supplemental Capital Budget Request was approved by the Board on September 14, 2011. The Community Colleges of Spokane (CCS) is requesting approval to add Certificate of Participation (COP) financing authority for their Institute for Extended Learning (IEL)/Spokane Community College student services building addition to the 2012 Supplemental Capital Request. Cascadia Community College is requesting approval to add Certificate of Participation financing authority for their portion of the University of Washington Bothell (UWB)/Cascadia Student Union building to the 2012 Supplemental Capital Request.

Major Considerations

- These changes are consistent with the Board's priorities.
- Colleges have committed adequate resources from local funds.

Analysis

Community Colleges of Spokane's Institute for Extended Learning COP

The IEL leases a building in the Hillyard neighborhood approximately two miles north of the Spokane Community College campus. The Washington State Department of Transportation (WSDOT) acquired properties around the Hillyard Center for the construction of the new US 395 North Spokane Corridor freeway and has demolished buildings on the properties in preparation for the future build-out of the eight lane freeway.

The CCS is planning for when the Hillyard Center will be acquired and demolished by the WSDOT. They propose adding a 25,000 square foot addition to the IEL/Spokane Community College student services building, with construction to start in Fall 2012 and be completed by Fall 2013. The building will house classrooms, computer labs, support space, student intake areas and faculty and staff offices, along with consolidating the IEL transitions program into a single facility. The addition is estimated to cost \$8.5 million. Money from existing local capital accounts will cover \$5.4 million of the cost and the college's COP request of \$3.1 million would cover the difference.

Cascadia Community College Student Union Building COP

Cascadia Community College is requesting approval to add COP financing authority to the 2012 Supplemental Capital Budget Request for their portion of the development of the shared UWB/Cascadia Student Union building. The Student Union building will incorporate food

services, meeting rooms, student leadership and activities spaces, event space, fitness center and a games lounge for use by both Cascadia and UWB students. Students have placed a high priority on the development of a shared Student Union space, which is part of the campus master plan. By strengthening the connection between students and the college it is expected to have a positive impact on retention.

The 47,700 square foot building will be developed on the Cascadia and UWB campus and will incorporate the existing North Creek Events Center. The total cost of the project is estimated to be \$27.5 million and will be split between the college and UWB. Cascadia students have committed to a fee of \$100 per quarter for 15 credits to fund the Union and the balance of the facility will be funded by UWB students. Cascadia Community College is requesting approval for COP authority of \$5.9 million.

Background Information

SBCTC's 2012 Supplemental Capital Budget Request was adopted in resolution 11-09-50: http://www.sbctc.ctc.edu/general/admin/September_2011_Signed_Resolutions.pdf

Recommendation

Staff recommends approval of Resolution 11-12-64, adding authority for a \$3,100,000 COP for the Community Colleges of Spokane Institute for Extended Learning project and \$5,900,000 COP for the Cascadia Community College for its portion of the shared UWB/Cascadia Student Union building.

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

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



REGULAR MEETING AGENDA ITEM

TAB 5c

December 1, 2011

Consent Item Action (Resolution 11-12-65)

Topic

Bates Technical College: Local Capital Expenditure Authority (Energy Savings Project)

Description

Bates Technical College is seeking approval to spend up to \$4,000,000 in local funds for their Energy Savings Project. Expenditures of local funds on capital projects that exceed \$400,000 require State Board authorization.

Major Considerations

- The college has sufficient local capital funds dedicated for this project.
- The college received utility rebates, a Certificate of Participation (COP) and funds from a Commerce Department Jobs Act Grant.

Analysis

The Energy Savings Project will replace existing lighting and plumbing fixtures with more efficient ones and install water flow restrictors on existing faucets in all buildings. The project will also upgrade the energy management system, replace boilers, repair heating pipes, and upgrade the central chiller plant at the Downtown Campus. At the South Campus they will improve the domestic hot water and HVAC systems and install interlock switches on shop bay doors. Upgrades will be made to the mechanical system at the Mohler Campus.

The project will cost \$4,998,000. The college's local funds to be used include \$446,000 received from utility rebates, \$1,361,000 from a COP, and \$2,125,000 through a Department of Commerce Jobs Act Grant. The balance of the project funding was appropriated by the State for facility repairs.

Recommendation

Staff recommends approval of Resolution 11-12-65, authorizing Bates Technical College local expenditure authority, not to exceed \$4,000,000, for their Energy Savings Project.

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

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



REGULAR MEETING AGENDA ITEM

TAB 5d

December 1, 2011

Consent Item Action (Resolution 11-12-66)

Topic

Bellevue College – Local Expenditure Authority (Warehouse Acquisition & Bookstore Remodel)

Description

Bellevue College is seeking approval to use an additional \$500,000 in local funds for their Warehouse Acquisition & Bookstore Remodel. Expenditures 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 \$3,500,000 in local funds (10-09-38), for Bellevue College to remodel their current bookstore location and acquire warehouse space nearby. The college recognizes the changing marketplace and demand for textbook sales. The project now includes remodeling 10,000 square feet of the existing bookstore and the student programs space in Building B.

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 construction is costing more than anticipated because the college identified additional work to improve the flow of the student welcome center. The college is asking for approval to use an additional \$500,000 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 11-12-66, increasing Bellevue College's local expenditure authority to \$4,000,000, for their Warehouse Acquisition and Bookstore Remodel project.

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

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



REGULAR MEETING AGENDA ITEM

TAB 5e

December 1, 2011

Consent Item Action (Resolution 11-12-67)

Topic

Clark College – Local Expenditure Authority (Early Learning Center)

Description

Clark College is seeking approval to use an additional \$125,000 in local funds for their Early Learning Center, which was funded as a \$2,000,000 matching fund project in the 2007-09 Capital Budget. Expenditures for capital projects over \$400,000 require State Board authorization.

Major Considerations

- The college has sufficient local funds dedicated for this project.
- This is to complete a matching fund project from the 2007-09 Capital Budget.

Analysis

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. The project replaced part of the Haag Building with 6,000 square feet of new building space. Completion of this project will increase program access, enhance program quality, increase operational efficiencies and reduce maintenance and capital repair backlog.

The project experienced a higher level of change orders than anticipated. The college is asking for approval to use an additional \$125,000 in local funds to complete the project.

Recommendation

Staff recommends approval of Resolution 11-12-67, authorizing Clark College additional local expenditure authority, not to exceed \$125,000, for completion of their Early Learning Center.

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

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



REGULAR MEETING AGENDA ITEM

TAB 5f

December 1, 2011

Consent Item Action (Resolution 11-12-68)

Topic

Skagit Valley College – Local Expenditure Authority (Lewis Hall)

Description

Skagit Valley College and its board of trustees are seeking approval to use up to \$42,000 in local funds for the Lewis Hall Replacement building permits. The total project cost will be \$32,440,000. Expenditure of local funds exceeding \$400,000 on a single project requires State Board authorization.

Major Considerations

- The college has sufficient local funds dedicated for this project.
- The college's board of trustees approved the request.

Analysis

The construction funding for replacement of Skagit Valley College's Academic and Student Services Building, commonly known as Lewis Hall, is the State Board's top priority for the 2012 Supplemental Capital Budget. The State provided predesign funds in the 2007-09 biennium and design funds in the 2009-11 biennium. The State Board has requested \$30,574,000 for the construction phase of this project in the 2012 Supplemental Budget Request. The city of Mount Vernon has asked for two months to review the design for permits. If funding was provided in May of 2012, Skagit Valley College could not have a contractor onsite until August or September of 2012.

The college has now developed an accelerated schedule so that construction could get started as early as April 2012. To make this new timeline Skagit Valley College will apply for the Lewis Hall building permit in November 2012. The college's board of trustees approved the expenditure of up to \$42,000 for the permit on November 8, 2011.

Background Information

SBCTC 2012 Supplemental Capital Budget Request was adopted in resolution 11-09-50:
http://www.sbctc.ctc.edu/general/admin/September_2011_Signed_Resolutions.pdf

Recommendation

Staff recommends approval of Resolution 11-12-68, authorizing Skagit Valley College local expenditure authority, not to exceed \$42,000, for the Lewis Hall Replacement Building permits

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

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



REGULAR MEETING AGENDA ITEM

TAB 6

December 1, 2011

Discussion Action (Resolution 11-16-69)

Topic

2012 Legislative Agenda

Description

This agenda item addresses legislative session timing, agenda development and messaging.

Key Questions

- Does the Board approve the Draft Legislative Agenda Items?

Analysis

Session Timing

A 30 day Special Session of the legislature to address the budget shortfall and potential revenue packages will be underway as of November 28th. The Governor and both houses of the Legislature have signaled that, other than policy bills that are Necessary to Implement the Budget (NTIB), they intend to minimize the number of policy bills offered during the Special Session.

The regular 2012 Legislative session will begin January 9, 2012 and is scheduled to end 60 days later, on March 8, 2012.

Weekly Joint Legislative Committee (JLC) phone calls will begin December 2, 2011 (each Friday morning for the duration of the special session). JLC calls will resume on January 13, 2012 for the regular session.

Board Consideration of 2012 System Legislative Agenda and Messaging

Draft Agenda

While the system is on record with 2011-2013 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 Instructional Space for Alternatively Financed Projects
5. Add Higher Education Representation on the Select Committee for Pension Policy
6. 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.

Messaging

A draft Legislative Agenda Flyer will be presented to the Board for final approval. The flyer will offer brief explanations of each item listed above, as well as noting efficiencies that have been employed and cuts that have been taken in our system since the recession began.

The following Pre-Session messaging and communications information will have been sent to the system and will be presented to the board.

- Fiscal Analysis and Talking Points for the Governor's proposed budget and revenue package
- Headline Legislative Agenda items (as listed above)
- Legislative Session Starter Packs
 - Updated Rosters and Contact information for State and Federal Elected Officials
 - Hotline phone numbers and email addresses for State and Federal Legislatures

Background Information

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 have an opportunity to discuss and approve the 2012 Legislative Agenda.

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

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 11-16-69

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. Fund M & O for Instructional Space for Alternatively Financed Projects
5. Add Higher Education Representation on the Select Committee for Pension Policy
6. 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 AGENDA ITEM

TAB 7

December 1, 2011

Discussion **Action (Resolution 11-12-70)**

Topic

2011 Efficiency Study Report

Description

The 2010 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. Under the legislation, the State Board, in collaboration with colleges and faculty union representatives, are to identify regional and statewide efficiency opportunities and create a detailed plan for implementing efficiencies that result in cost savings while maintaining or enhancing student access and achievement. Cost savings realized from efficiency actions will be retained by colleges and used to enhance student access and success and recruitment and retention of high quality faculty. In addition, the State Board, in collaboration with local boards of trustees, is to establish criteria and processes for determining the feasibility of potential college district consolidation.

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.

Key Questions

- Does the report identify regional and statewide efficiencies that result in cost savings while maintaining or enhancing student access and achievement?
- Does the report provide a framework for analyzing potential college district consolidations?

Analysis

In response to the legislation, the Board convened an Efficiency Study Steering Committee composed of State Board members, college trustees, presidents, faculty union representatives and students. The Steering Committee was initially chaired by State Board member Jim Garrison and is now chaired by Erin Munding. More recently, college business officers have participated in the meetings to support cost analysis discussions. The Steering Committee has developed the work plan and timeline for the study, developed principles and criteria for the efficiency work, identified potential statewide efficiencies, proposed the framework and process for governance analyses, and outlined the contents for both the 2010 and 2011 reports.

The Washington Association for Community and Technical Colleges (WACTC) structured the analysis of the potential efficiencies by asking its Commissions for Instruction, Student Services, Business Affairs, Information Technology, Human Resources, and Public Information to evaluate the potential efficiencies, prioritize them and provide recommendations to WACTC on statewide efficiencies to pursue along with timelines for their implementation. WACTC

approved a set of efficiencies and transmitted their recommendations to the Efficiency Steering Committee for consideration and inclusion in the 2011 report.

At the October 26-27 State Board meeting, Board members heard presentations from several members of the Efficiency Study Steering Committee and discussed the draft outline for the 2011 report. The Board's comments were incorporated into a revised report outline. The outline contains five sections for the report:

- Context for college system efficiencies, including national productivity comparisons, the impact of budget reductions on enrollments, programs and staffing levels at the colleges;
- Ways in which the college system has already consolidated functions and deployed legislative initiatives statewide;
- Nine categories of further efficiencies the college system is undertaking;
- Opportunities for additional efficiencies with implementation of ctcLink, the college system's information technology infrastructure project;
- Approach to governance analyses including options being examined, evaluation criteria and major considerations for cost impacts in preparation for the 2012 Efficiency Study report.

The 2011 report is currently being written based on the Board's revised outline and a draft report will be available November 23, 2011. The Efficiency Study Steering Committee will review and comment on the report November 28-29. The Board will have an opportunity to review the draft report, hear proposed revisions from the Steering Committee and discuss any further revisions at the Board meeting on December 1.

Background Information

ESSB 6359 can be found at <http://apps.leg.wa.gov/documents/billdocs/2009-10Pdf/Bills/Session%20Law%202010/6359-S.SL.pdf>

The 2010 Efficiency Study Preliminary Report can be found at http://www.sbctc.edu/college/education/efficiency_study_december2010_report.pdf .

Recommendation/Outcomes

Staff recommends adoption of Resolution 11-12-70, approving the 2011 Efficiency Study report.

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

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 11-12-70

A resolution approving the 2011 Community and Technical College Efficiency Study report to the Legislature.

WHEREAS, the 2010 Legislature passed ESSB 6359 which requires community and technical colleges to encourage further efficiencies through partnerships, collaboration and shared services to enhance student access and success, strengthen academic programs, and to develop and retain high quality faculty; and

WHEREAS, an Efficiency Study Steering Committee with representatives from the State Board for Community and Technical Colleges, college trustees, presidents, faculty unions and students was convened to conduct the study and recommend further efficiencies; and

WHEREAS, the Efficiency Study Steering Committee developed the content for 2011 report in collaboration with the Washington Association of Community and Technical Colleges, including national comparisons on the college system's productivity and expenditure patterns, efficiencies compelled by budget reductions, efficiencies already gained by colleges sharing functions, programs and services, nine categories of further statewide efficiencies underway, opportunities for further efficiencies through the college system's information technology infrastructure project, and a framework for analyzing college district governance options;

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges approves the 2011 Efficiency Study report to the Legislature and directs the executive director to transmit the report to the appropriate legislative committees.

APPROVED AND ADOPTED on December 1, 2011.

Sharon Fairchild, Chair

ATTEST:

Charles N. Earl, Secretary



REGULAR MEETING AGENDA ITEM

TAB 8

December 1, 2011

Discussion Action

Topic

Review of the Student Achievement Initiative

Description

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.

Key Questions

- Will the process to re-examine the Student Achievement Initiative meet the Board's intent to learn from and improve upon the Student Achievement Initiative as a tool for measuring and rewarding colleges for improving their performance?
- Will responses to the critical questions provide the analyses needed for the Board to make informed decisions about revisions to the Student Achievement Initiative?

Analysis

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.

The following critical questions are proposed to evaluate the measures:

1. Are the measurement principles still relevant? Are any changes needed?
2. Does the Student Achievement Initiative framework still provide a meaningful way to communicate student progress and success?
3. Should the specific achievement points be maintained/changed/revised and why? Or why not? If so, how should they be revised?
4. How should the cohort and cross sectional data be used?

The following critical questions are proposed to evaluate the rewards mechanism:

1. Are the funding principles still relevant? Are any changes needed?
2. Currently we use point gain as the funding metric. What are the strengths and weaknesses that have been observed with this metric?
3. What other metrics could be used as a basis for funding? What are the strengths and weaknesses inherent in these metrics?
4. We currently adjust a college's annual point gain and thereby its annual reward if their FTE enrollment falls. Increases in enrollment also affect college's point gain, but no adjustment is made for this. What are the reasons and consequences for how we handle enrollment changes now? How should we consider enrollment changes going forward?

The Advisory Group will be chaired by John Walstrum, Chair of the WACTC Education Committee. The group will include presidents and representatives from system commissions for Business, Instruction, Student Services and Institutional Research. Jan Yoshiwara and David Prince will provide State Board staff support.

The goal is for preliminary recommendations from the Advisory Group and WACTC by July 2012, and any policy revisions adopted by the Board in October 2012. The revised Student Achievement Initiative policy adopted by the State Board will be implemented for the 2012-13 performance year and the October 2013 student achievement awards.

Recommendation/Outcomes

Staff recommend that the Board undertake multiple opportunities to interact with the Advisory Group through October 2012 and to be briefed on the results of the Community College Research Center's evaluation. The Board will have an opportunity to discuss the work plan and discuss the critical questions guiding the review of the Student Achievement Initiative.

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