

**MOTION:** Moved by Erin Mundinger and seconded by Shaunta Hyde to appoint Sharon Fairchild as State Board Chair for 2011-12.

**MOTION CARRIED.**

**MOTION:** Moved by Erin Mundinger and seconded by Shaunta Hyde to appoint Beth Willis as State Board Vice Chair for 2011-12.

**MOTION CARRIED.**

On behalf of the Board, incoming Vice Chair Beth Willis thanked outgoing Chair Jim Bricker for his dedicated service to the community and technical college system and for his tireless leadership over the past two years.

#### BOARD MEMBER NOTES

- Shaunta Hyde reported on her recent visits to North Seattle, Everett, and Shoreline Community Colleges. She thanked the college presidents, faculty, and staff for the opportunity to tour their campuses and learn about their programs.
- Jim Bricker reported on a recent visit of the Washington Roundtable Education Committee on which he serves to the first STEM high school (Delta High School located in the Tri-Cities) and on the Western Governors University official launch event on May 26 at Seattle Central Community College.

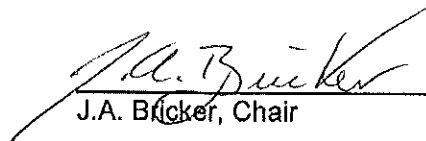
#### EXECUTIVE SESSION


The Board convened in Executive Session from 11:50 a.m. to 2:00 p.m. for the purpose of conducting the Executive Director's annual performance evaluation.

#### ADJOURNMENT/NEXT MEETING

There being no further business, the State Board adjourned its regular meeting of June 23, 2011 at 2:00 p.m. The State Board will hold its annual retreat and business meeting September 12-14, 2011 at the State Board Office in Bellevue.

ATTEST:

  
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J.A. Bricker, Chair

  
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Charles N. Earl, Secretary

**STATE OF WASHINGTON**  
**STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES**  
**RESOLUTION 11-09-42**

A resolution relating to a contract with Pack and Associates for the 2011 SBCTC Facility Condition Survey.

**WHEREAS**, every two years SBCTC contracts with a vendor to conduct a professional condition survey of state-owned facilities at the 34 community and technical colleges; and

**WHEREAS**, the Facility Condition Survey is intended to provide a consistent determination of the changes in the physical condition of the state-owned facilities and to determine the need for capital repair projects to be funded in 2013-15 and beyond; and

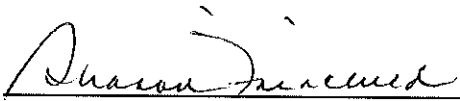
**WHEREAS**, the survey is an integral part in the development of the 2013-15 Capital Budget request; and

**WHEREAS**, Pack and Associates was selected through a competitive process.

**THEREFORE BE IT RESOLVED** that the State Board for Community and Technical Colleges delegates authority to the Executive Director to enter into contract with Pack and Associates, not to exceed \$250,000 including potential change orders, to conduct the 2011 SBCTC Facility Conditions Survey: and

**BE IT FURTHER RESOLVED**, that the that the State Board for Community and Technical Colleges authorizes the Executive Director to make adjustments, as necessary within the authorized amount for completion of the work.

**APPROVED AND ADOPTED** on September 14, 2011.

  
Sharon Fairchild, Chair

**ATTEST:**

  
Charles N. Earl, Secretary

**STATE OF WASHINGTON**  
**STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES**  
**RESOLUTION 11-09-43**

A resolution relating to Skagit Valley College property sale approval.

**WHEREAS**, Skagit Valley College operated its Marine Technology program at college-owned property located in Oak Harbor from 1976 until September 2010 when the program was relocated from Oak Harbor to Anacortes, into a new facility jointly developed by the college and six school districts; and

**WHEREAS**, the property is at a separate location from the college's Whidbey Island Campus and the college has no further use for the property; and


**WHEREAS**, the college's board of trustees approved the sale on July 12, 2011; and

**WHEREAS**, an appraisal was completed that valued the property and buildings at \$1,050,000; and

**WHEREAS**, the proceeds from the sale will be used for future college strategic investments.

**THEREFORE BE IT RESOLVED** that the State Board for Community and Technical Colleges approves Skagit Valley College's sale of property located in Oak Harbor, Washington.

**APPROVED AND ADOPTED** on September 14, 2011.

  
\_\_\_\_\_  
Sharon Fairchild, Chair

**ATTEST:**

  
\_\_\_\_\_  
Charles N. Earl, Secretary

STATE OF WASHINGTON  
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES  
RESOLUTION 11-09-44

A resolution relating to Olympic College's local expenditure authority.

**WHEREAS**, In April 2011 Olympic College received authority to use up to \$350,000 in local funds to install fire sprinklers in the College Service Center (CSC); and

**WHEREAS**, the college has increased the project scope and is requesting an additional \$302,000; and

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

**THEREFORE BE IT RESOLVED** that the State Board for Community and Technical Colleges authorizes Olympic College local expenditure authority, not to exceed \$652,000, for the CSC project.

**APPROVED AND ADOPTED** on September 14, 2011.

  
Sharon Fairchild, Chair

**ATTEST:**

  
Charles N. Earl, Secretary

**STATE OF WASHINGTON**  
**STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES**  
**RESOLUTION 11-09-45**

A resolution relating to the Community Colleges of Spokane's local expenditure authority for design, project management, and other expenses for the Spokane Aerospace Technology Center.

**WHEREAS**, the Governor allocated Workforce Investment Act (WIA) funding to establish an aerospace training facility in Spokane; and

**WHEREAS**, the state of the art Spokane Aerospace Technology Center will be the Inland Northwest's premier aerospace training center. The center will allow the college to relocate programs within close proximity to excellent employment and internship opportunities; and

**WHEREAS**, the Board has approved Resolution 10-09-44, allowing the district to acquire 5.47 acres and improvements from the Military Department and exchange it for more suitable property at the Spokane International Airport and Resolution 11-1-3, authorizing local expenditure authority up to \$450,000 to begin design plans for the Spokane Aerospace Technology Center.

**THEREFORE BE IT RESOLVED** that the State Board for Community and Technical Colleges authorizes the Community Colleges of Spokane local expenditure authority, up to \$1.9 million, for design, project management, and other expenses for the Spokane Aerospace Technology Center.

**APPROVED AND ADOPTED** on September 14, 2011.

  
Sharon Fairchild, Chair

**ATTEST:**

  
Charles N. Earl, Secretary

**STATE OF WASHINGTON**  
**STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES**  
**RESOLUTION 11-09-46**

A resolution relating to South Puget Sound Community College's local expenditure authority.

**WHEREAS**, the college is in the process of campus wide stormwater upgrades using low impact development (LID) best practices; and

**WHEREAS**, the project will add, replace, and improve 15 stormwater vaults with filtration units and add two rain gardens throughout the campus; and

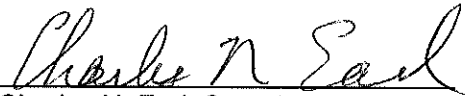
**WHEREAS**, the project has been awarded a grant by the Department of Ecology through the City of Olympia totaling \$791,000 and the college's board of trustees approved the use of \$296,750 in local funds to cover the remainder of the project.

**THEREFORE BE IT RESOLVED** that the State Board for Community and Technical Colleges authorizes South Puget Sound Community College local expenditure authority, not to exceed \$1,087,750, for the campus' stormwater retrofit project.

**APPROVED AND ADOPTED** on September 14, 2011.

  
\_\_\_\_\_  
Sharon Fairchild, Chair

**ATTEST:**

  
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Charles N. Earl, Secretary

**STATE OF WASHINGTON**  
**STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES**  
**RESOLUTION 11-09-47**

A resolution relating to Green River Community College's local expenditure authority.

**WHEREAS**, in response to the budget crisis, in the 2011-13 Capital Budget the Legislature reduced funding for five new construction projects to only 85 percent of the requested level; and

**WHEREAS**, Green River Community College's Science, Mathematics, and Technology (SMT) Building Renovation Project's original request of \$21,838,000 was reduced to the amount \$18,562,000; a reduction of \$3,276,000; and

**WHEREAS**, the \$18,562,000 allocation is sufficient for part of the project; and

**WHEREAS**, the college has a reserve balance of sufficient local funds for the remainder of the project.

**THEREFORE BE IT RESOLVED** that the State Board for Community and Technical Colleges authorizes Green River Community College local expenditure authority, not to exceed \$3,276,000, for the Science, Mathematics, and Technology Building Renovation Project.

**APPROVED AND ADOPTED** on September 14, 2011.

  
Sharon Fairchild, Chair

**ATTEST:**

  
Charles N. Earl, Secretary

**STATE OF WASHINGTON**  
**STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES**  
**RESOLUTION 11-09-48**

A resolution relating to the SBCTC Olympia Office Building Lease Renewal

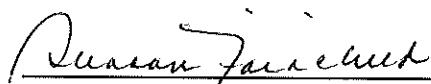
**WHEREAS**, the SBCTC Olympia office has been located at, 1300 Quince Street SE, for five years and its lease expires on September 30, 2011; and

**WHEREAS**, the Department of General Administration's Real Estate Services has negotiated a five year lease renewal with the building owner, Vine Street Associates II, LLC, for the following:

- Five year lease term, October 1, 2011 – September 30, 2016
- 27,641 square feet of office space for \$38,927.74 per month (same square footage and lease rate as current lease)
- Lessor to address deferred maintenance items by November 30, 2011
- Lessor to provide a one-time payment of \$450,000 to the State upon execution of the lease

**THEREFORE BE IT RESOLVED** that the State Board for Community and Technical Colleges approves the SBCTC Olympia Office Building Lease Renewal.

**APPROVED AND ADOPTED** on September 14, 2011.

  
\_\_\_\_\_  
Sharon Fairchild, Chair

**ATTEST:**

  
\_\_\_\_\_  
Charles N. Earl, Secretary

STATE OF WASHINGTON  
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES  
RESOLUTION 11-6-39

A resolution relating to the declaration of a financial emergency throughout the community and technical college system.

**WHEREAS**, the State of Washington must operate with a balanced budget, with expenditures not exceeding revenues for the biennium; and

**WHEREAS**, the economic recession has resulted in a substantial reductions in state funding for the 2011-13 biennium; and

**WHEREAS**, the legislature passed Second Engrossed Substitute House Bill 1087 on May 25, 2011, reducing the Community and Technical College system's biennial state appropriation from one biennium to the next as described in Attachment B; and

**WHEREAS**, the Board has expressed its intent to provide the policy tools needed by colleges to address budget reductions while minimizing impact to students; and

**WHEREAS**, colleges have engaged in collaborative processes to address the impact of budget cuts on staff and faculty and are encouraged to continue those efforts,

**THEREFORE BE IT RESOLVED** that the State Board for Community and Technical Colleges under the authority granted in RCW 28B.50.873 declares that a financial emergency exists for the community and technical college system for the 2011-13 biennium beginning July 1, 2011 and ending June 30, 2013;

**BE IT FURTHER RESOLVED** colleges that terminate tenured or probationary faculty due to a reduction in force based on this declaration of financial emergency shall report to the State Board the results of actions taken;

**BE IT FURTHER RESOLVED** that the State Board may take additional actions during the biennium to amend, restate, or remove this declaration subject to actions taken by the legislature or Governor between now and June 30, 2013.

**APPROVED AND ADOPTED** on September 14, 2011.

  
Sharon Fairchild, Chair

ATTEST:

  
Charles N. Earl, Secretary

**RCW 28B.50.873**

**Reduction in force of tenured or probationary faculty members due to financial emergency – Conditions – Procedure – Rights.**

The college board may declare a financial emergency under the following conditions: (1) Reduction of allotments by the governor pursuant to \*RCW 43.88.110(2), or (2) reduction by the legislature from one biennium to the next or within a biennium of appropriated funds based on constant dollars using the implicit price deflator. When a district board of trustees determines that a reduction in force of tenured or probationary faculty members may be necessary due to financial emergency as declared by the state board, written notice of the reduction in force and separation from employment shall be given the faculty members so affected by the president or district president as the case may be. Said notice shall clearly indicate that separation is not due to the job performance of the employee and hence is without prejudice to such employee and need only state in addition the basis for the reduction in force as one or more of the reasons enumerated in subsections (1) and (2) of this section.

Said tenured or probationary faculty members will have a right to request a formal hearing when being dismissed pursuant to subsections (1) and (2) of this section. The only issue to be determined shall be whether under the applicable policies, rules or collective bargaining agreement the particular faculty member or members advised of severance are the proper ones to be terminated. Said hearing shall be initiated by filing a written request therefor with the president or district president, as the case may be, within ten days after issuance of such notice. At such formal hearing the tenure review committee provided for in RCW 28B.50.863 may observe the formal hearing procedure and after the conclusion of such hearing offer its recommended decision for consideration by the hearing officer. Failure to timely request such a hearing shall cause separation from service of such faculty members so notified on the effective date as stated in the notice, regardless of the duration of any individual employment contract.

The hearing required by this section shall be an adjudicative proceeding pursuant to chapter 34.05 RCW, the Administrative Procedure Act, conducted by a hearing officer appointed by the board of trustees and shall be concluded by the hearing officer within sixty days after written notice of the reduction in force has been issued. Ten days written notice of the formal hearing will be given to faculty members who have requested such a hearing by the president or district president as the case may be. The hearing officer within ten days after conclusion of such formal hearing shall prepare findings, conclusions of law and a recommended decision which shall be forwarded to the board of trustees for its final action thereon. Any such determination by the hearing officer under this section shall not be subject to further tenure review committee action as otherwise provided in this chapter.

Notwithstanding any other provision of this section, at the time of a faculty member or members request for formal hearing said faculty member or members may ask for participation in the choosing of the hearing officer in the manner provided in RCW 28A.405.310(4), said employee therein being a faculty member for the purposes hereof and said board of directors therein being the board of trustees for the purposes hereof: PROVIDED, That where there is more than one faculty member affected by the board of trustees' reduction in force such faculty members requesting hearing must act collectively in making such request: PROVIDED FURTHER, That costs incurred for the services and expenses of such hearing officer shall be shared equally by the community or technical college and the faculty member or faculty members requesting hearing.

When more than one faculty member is notified of termination because of a reduction in force as provided in this section, hearings for all such faculty members requesting formal hearing shall be consolidated and only one such hearing for the affected faculty members shall be held, and such consolidated hearing shall be concluded within the time frame set forth herein.

Separation from service without prejudice after formal hearing under the provisions of this section shall become effective upon final action by the board of trustees.

It is the intent of the legislature by enactment of this section and in accordance with RCW 28B.52.035, to modify any collective bargaining agreements in effect, or any conflicting board policies or rules, so that any reductions in force which take place after December 21, 1981, whether in progress or to be initiated, will comply solely with the provisions of this section: PROVIDED, That any applicable policies, rules, or provisions contained in a collective bargaining agreement related to lay-off units, seniority and re-employment rights shall not be affected by the provisions of this paragraph.

Nothing in this section shall be construed to affect the right of the board of trustees or its designated appointing authority not to renew a probationary faculty appointment pursuant to RCW 28B.50.857.

**Notes:**

\*Reviser's note: RCW 43.88.110 was amended by 1991 c 358 § 2 changing subsection (2) to subsection (3).

Purpose -- Statutory references -- Severability -- 1990 c 33: See RCW 28A.900.100 through 28A.900.102.

Effective date -- 1989 c 175: See note following RCW 34.05.010.

Severability -- 1981 2nd ex.s. c 13: "If any provision of this act or its application to any person or circumstance is held invalid, the remainder of the act or the application of the provision to other persons or circumstances is not affected." [1981 2nd ex.s. c 13 § 3.]

**Washington State Community and Technical Colleges  
Calculations for Financial Emergency for the 2011-13 Biennium**

1	2009-11 Final Appropriations <sup>1</sup>	\$1,366,444,000
2	2011-13 IPD Inflation <sup>2</sup>	3.96%
3	<b>Financial emergency can be declared if 2009-11 funding is less than:</b>	<b>\$1,420,548,943</b>
4	2011-13 Final Appropriations <sup>3</sup>	\$1,162,760,000
5	Add back M&O appropriation shifted to Capital Budget	\$22,800,000
6	Take out funding for capital construction appropriated in operating budget	(\$8,037,000)
7	<b>Final Operating Appropriations</b>	<b>\$1,177,523,000</b>
8	% Change from the 2009-11 inflation adjusted biennium	-17.1%
9	\$ Change from the 2009-11 inflation adjusted biennium	(\$243,025,943)

**Notes**

1. 2009-11 Final Appropriations From 2ESHB 1087 Sec. 1501.
2. 2011-13 Biennium IPD Inflation (from the March 2011 Forecast. Source: LEAP website)
3. 2011-13 Final Appropriations (2ESHB 1087, Sec. 605)

STATE OF WASHINGTON  
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES  
RESOLUTION 11-6-39

A resolution relating to the declaration of a financial emergency throughout the community and technical college system.

**WHEREAS**, the State of Washington must operate with a balanced budget, with expenditures not exceeding revenues for the biennium; and

**WHEREAS**, the economic recession has resulted in a substantial reductions in state funding for the 2011-13 biennium; and

**WHEREAS**, the legislature passed Second Engrossed Substitute House Bill 1087 on May 25, 2011, reducing the Community and Technical College system's biennial state appropriation from one biennium to the next as described in Attachment B; and

**WHEREAS**, the Board has expressed its intent to provide the policy tools needed by colleges to address budget reductions while minimizing impact to students; and

**WHEREAS**, colleges have engaged in collaborative processes to address the impact of budget cuts on staff and faculty and are encouraged to continue those efforts,

**THEREFORE BE IT RESOLVED** that the State Board for Community and Technical Colleges under the authority granted in RCW 28B.50.873 declares that a financial emergency exists for the community and technical college system for the 2011-13 biennium beginning July 1, 2011 and ending June 30, 2013;


**BE IT FURTHER RESOLVED** colleges that terminate tenured or probationary faculty due to a reduction in force based on this declaration of financial emergency shall report to the State Board the results of actions taken;

**BE IT FURTHER RESOLVED** that the State Board may take additional actions during the biennium to amend, restate, or remove this declaration subject to actions taken by the legislature or Governor between now and June 30, 2013.

**APPROVED AND ADOPTED** on September 14, 2011.

  
Sharon Fairchild, Chair

ATTEST:

  
Charles N. Earl, Secretary

STATE OF WASHINGTON  
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES  
RESOLUTION 11-09-49

A resolution relating to the adoption of proposed amendments to the Washington Administrative Codes (WAC).

**WHEREAS**, the Legislature has authorized the State Board to sponsor a retirement savings plan and adopt implementing rules; and

**WHEREAS**, the State Board has exercised this authority by establishing a Code Section 401(a) retirement saving plan and adopting governing rules and a Plan Document; and

**WHEREAS**, the 2011 Legislature adopted Engrossed Substitute House Bill 1981 which changes the options made available to newly eligible employees, prohibits participation of employees receiving or eligible to receive a retirement benefit from a DRS administered retirement system, eliminates eligibility for supplemental benefits for participants establishing Plan eligibility after June 30, 2011; and

**WHEREAS**, it is the State Board's intent to operate the Plan in compliance with state and federal laws governing publically funded retirement plans.

**THEREFORE BE IT RESOLVED** that the State Board for Community and Technical Colleges hereby adopts on a permanent basis the proposed amendments to Section 131-16 of the Washington Administrative Code (Attachment A).

**APPROVED AND ADOPTED** on September 14, 2011.

  
Sharon Fairchild, Chair

**ATTEST:**

  
Charles N. Earl, Secretary

**WAC 131-16-010 Establishment of the state board retirement plan.** There is hereby established for the eligible employees of participating employers, a retirement plan which shall provide such employees with a state board sponsored retirement plan through the Teachers' Insurance Annuity Association (TIAA) and the College Retirement Equities Fund (CREF), hereafter called TIAA-CREF, subject to the provisions of WAC 131-16-011 through 131-16-066 and the plan document. On and after January 1, 2006, this retirement plan is intended to comply with the requirements of a qualified plan under Section 401(a) of the Internal Revenue Code of 1986, as amended and the provisions of the plan document approved by the state board on December 1, 2005, as it may be amended from time to time.

[Statutory Authority: RCW 28B.10.400. 10-22-073, § 131-16-010, filed 10/29/10, effective 11/29/10; 05-24-051, § 131-16-010, filed 12/1/05, effective 1/1/06. Statutory Authority: RCW 28B.10.400 and chapter 28B.50 RCW. 98-14-033, § 131-16-010, filed 6/23/98, effective 7/24/98. Statutory Authority: Chapter 28B.50 RCW. 97-10-069, § 131-16-010, filed 5/5/97, effective 7/8/97. Statutory Authority: RCW 28B.10.400. 91-13-048 (Resolution No. 91-20, Order 129), § 131-16-010, filed 6/14/91, effective 7/15/91; Order 28, § 131-16-010, filed 7/1/74; Order 4, § 131-16-010, filed 10/22/69.]

**WAC 131-16-011 Definitions.** For the purpose of WAC 131-16-010 through 131-16-066, the following definitions shall apply:

(1) "Participant" means any employee who is eligible to participate in the plan ~~and who, as a condition of employment, on and after January 1, 1997, shall participate in the plan upon initial eligibility.~~

(2) "Supplemental retirement benefit" means payments, as calculated in accordance with WAC 131-16-061, to an eligible retired participant in the plan prior to July 1, 2011 or designated beneficiary whose retirement benefits provided by the plan do not attain the level of the retirement benefit goal established by WAC 131-16-015.

(3) "Year of full-time service" means retirement credit based on full-time employment or the equivalent thereof based on part-time employment in an eligible position for a period of not less than five months in any fiscal year during which contributions to TIAA-CREF were made by both the participant and a participating employer or a Washington public higher education institution or any year or fractional year of prior service in a Washington public retirement system while employed at a participating employer or a Washington public higher education institution: Provided, That the participant will receive a pension benefit from such other retirement system and that not more than one year of full-time service will be credited for service in any one fiscal year.

(4) "Fiscal year" means the period beginning on July 1 of any calendar year and ending on June 30 of the succeeding calendar year.

(5) "Average annual salary" means the amount derived when the salary received during the two consecutive highest salaried fiscal years of full-time service for which contributions to TIAA-CREF were made by both the participant and a participating employer or a Washington public higher education institution is divided by two.

(6) "Plan retirement benefit" means the amount of annual retirement income derived from a participant's accumulated balances including dividends at the time of retirement: Provided, That solely for the purpose of calculating a potential supplemental retirement benefit, such amount shall be adjusted to meet the assumptions set forth in WAC 131-16-061(2).

(7) "Salary" means all remuneration received by the participant from the participating employer, including summer quarter compensation, extra duty pay, leave stipends, and grants made by or through the participating employer; but not including any severance pay, early retirement incentive payment, remuneration for unused sick or personal leave, or remuneration for unused annual or vacation leave in excess of the amount payable for thirty days or two hundred forty hours of service.

(8) "Designated beneficiary" means the surviving spouse of the retiree or, with the consent of such spouse, if any, such other person or persons as shall have an insurable interest in the retiree's life and shall have been nominated by written

designation duly executed and filed with the retiree's participating employer.

(9) "State board" means the state board for community and technical colleges as created in RCW 28B.50.050.

(10) "Appointing authority" means a participating employer's governing board or the designees of such boards.

(11) "Plan" means the retirement plan sponsored by the state board and funded by TIAA-CREF.

(12) "Participating employer" means an educational organization or agency operated by the state of Washington which is the employer of one or more eligible employees or former eligible employees and which is an employing entity designated by the state board to participate in the plan. The participating employers are listed in Appendix A of the plan document.

[Statutory Authority: RCW 28B.10.400. 10-22-073, § 131-16-011, filed 10/29/10, effective 11/29/10; 05-24-051, § 131-16-011, filed 12/1/05, effective 1/1/06. Statutory Authority: RCW 28B.10.400 and chapter 28B.50 RCW. 98-14-033, § 131-16-011, filed 6/23/98, effective 7/24/98. Statutory Authority: Chapter 28B.50 RCW. 97-10-069, § 131-16-011, filed 5/5/97, effective 7/8/97. Statutory Authority: RCW 28B.10.400. 91-13-048 (Resolution No. 91-20, Order 129), § 131-16-011, filed 6/14/91, effective 7/15/91. Statutory Authority: RCW 28B.10.400(3). 86-22-027 (Order 111, Resolution No. 86-43), § 131-16-011, filed 10/30/86. Statutory Authority: RCW 28B.10.400. 83-20-042

(Order 95, Resolution No. 83-25), § 131-16-011, filed 9/28/83.  
Statutory Authority: RCW 28B.10.400(3). 82-11-014 (Order 91,  
Resolution No. 82-6), § 131-16-011, filed 5/10/82. Statutory  
Authority: RCW 28B.10.400. 79-12-069 (Order 80, Resolution No.  
79-44), § 131-16-011, filed 11/30/79; Order 28, § 131-16-011,  
filed 7/1/74.]

**WAC 131-16-015 Retirement benefit goal established.** A retirement benefit goal is established for use in calculating eligibility for a supplemental benefit. Subject to the provisions of WAC 131-16-061, the retirement benefit goal for participants in the plan prior to July 1, 2011 is to provide participants at age sixty-five having twenty-five years of full-time service a minimum annual retirement income, exclusive of Federal Old Age Survivors Insurance benefits, equivalent to fifty percent of their average annual salary.

[Statutory Authority: RCW 28B.10.400. 05-24-051, § 131-16-015, filed 12/1/05, effective 1/1/06; 91-13-048 (Resolution No. 91-20, Order 129), § 131-16-015, filed 6/14/91, effective 7/15/91.  
Statutory Authority: RCW 28B.10.400(3). 82-11-014 (Order 91, Resolution No. 82-6), § 131-16-015, filed 5/10/82; Order 28, § 131-16-015, filed 7/1/74.]

**WAC 131-16-021 Employees eligible to participate in the retirement plan.** (1) Eligibility to participate in the plan is limited to persons who hold appointments to participating

employer staff positions as full-time or part-time faculty members, administrators or professional staff exempt from the provisions of chapter 41.06 RCW and, effective July 1, 1999, are assigned a cumulative total of at least fifty percent of a full-time workload as defined by the collective bargaining agreement and/or the appointing authority at one or more participating employers for at least two consecutive college quarters or its equivalent. (Part-time faculty workload is calculated in accordance with RCW 28B.50.489 and 28B.50.4891.) Effective July 1, 2011, otherwise eligible employees who have retired or are eligible to retire from a public employees' retirement system listed in RCW 41.50.030 are prohibited from participation in the plan.

(2) Participation in the plan is also permitted for current and former employees of participating employers who are on leave of absence or who have terminated employment by reason of permanent disability and who are receiving a salary continuation insurance benefit through a plan made available by the state of Washington: Provided, That such noncontributory participation shall not be creditable toward the number of years of full-time service utilized in calculating eligibility for supplemental retirement benefits pursuant to WAC 131-16-061.

(3) Optional participation in tax-deferred annuities other than this qualified plan as offered by participating employers is permitted consistent with the Internal Revenue Code: Provided, That the provisions of WAC 131-16-015, 131-16-050, and 131-16-061 shall not apply in such cases. Optional tax-deferred

annuities are provided through a salary reduction agreement between the employee and employer. There is no employer contribution for optional tax-deferred annuities.

(4) An employee who moves from an ineligible to an eligible position for the same appointing authority may become a participant by so electing in writing within ~~six months~~ thirty days following such move.

(5) A participant who moves from an eligible position to a classified position for the same appointing authority may continue to be a participant by so electing within ~~six months~~ thirty days following such move.

(6) As specified in RCW 28B.10.400, participation in the plan by employees of the higher education coordinating board is limited to eligible employees who have contributed premiums to a similar qualified plan and who are not receiving or accruing a retirement allowance under Title 41 RCW or chapter 43.43 RCW.

(7) Participants shall continue participation regardless of the proportion of full-time duties assigned, except as otherwise provided in this section, as long as continuously employed by a participating employer. The participating employer shall notify, in writing, all newly hired employees of their potential right to participate. A participating employee, who changes employers without a break in service, shall have the responsibility to notify in writing the new participating employer of his or her eligibility. In no case will there be a requirement for retroactive contributions if an employee fails to inform his or her participating employer about eligibility

previously established with another participating employer. For the purposes of determining eligibility, spring and fall quarters shall be considered as consecutive periods of employment.

~~(8) As a condition of employment, all employees who become eligible on and after January 1, 1997, shall participate in this plan upon initial eligibility. Notwithstanding this provision, all eligible new employees who at the time of employment are members of the Washington state teachers retirement system or the Washington public employees retirement system may participate as provided in WAC 131-16-031.~~

[Statutory Authority: RCW 28B.10.400. 10-22-073, § 131-16-021, filed 10/29/10, effective 11/29/10; 05-24-051, § 131-16-021, filed 12/1/05, effective 1/1/06. Statutory Authority: Chapter 28B.50 RCW. 00-14-017, § 131-16-021, filed 6/28/00, effective 7/29/00; 99-22-052, § 131-16-021, filed 10/29/99, effective 11/29/99; 99-19-100, §131-16-021, filed 9/20/99, effective 10/21/99. Statutory Authority: RCW 28B.10.400 and chapter 28B.50 RCW. 98-14-033, § 131-16-021, filed 6/23/98, effective 7/24/98. Statutory Authority: Chapter 28B.50 RCW. 97-10-069, § 131-16-021, filed 5/5/97, effective 7/8/97. Statutory Authority: RCW 28B.10.400. 91-13-048 (Resolution No. 91-20, Order 129), § 131-16-021, filed 6/14/91, effective 7/15/91.]

**WAC 131-16-031 Participation in the plan.** (1) Except as provided in this chapter, participation in the plan is required

of all otherwise eligible new employees: Provided, That

(a) ~~That a~~Any such new employee, who at the time of employment is a member of the Washington state teachers retirement system (TRS) or the Washington public employees retirement system (PERS), and whose employment meets the requirements of an "eligible position" as defined by such plan, may irrevocably elect to retain such membership within thirty days of meeting the plans eligibility criteria. Failure to make an election after thirty days will result in such new employee being placed into the state board retirement plan. ~~or, if not vested in that system, retain membership until vesting occurs and then irrevocably elect to participate in the plan.~~

(b) Any such new employee, not already a member of TRS or PERS, may irrevocably elect to establish membership in TRS Plan 3 or PERS Plan 3 provided the employee's position meets the requirements of an "eligible position" as defined by such plan. Failure to make an election after thirty days will result in such new employee being placed into the state board retirement plan.

(2) Employees who establish plan eligibility in accordance with WAC 131-16-021 and who, through concurrent employment with another employer, are active Washington public employee retirement system (PERS) members are required to so advise the participating employer and shall be given the following options:

(a) To participate in the state board retirement plan in accordance with chapter 131-16 WAC, forgoing active PERS membership (contributions and service credit) with their other

employer; or

(b) To continue active participation in PERS based upon their employment with the other public employer; forgoing participation in the state board retirement plan.

Failure to make an election within thirty days of notification results in the employee being placed in the plan. The participating employer is required to advise the department of retirement systems (DRS) of a PERS member's participation in the plan, whether through election or default. It shall be the employee's responsibility to notify the other employer if he or she elects to participate in the plan. The employee will notify his or her participating employer should the employee cease to be an active PERS member. This irrevocable election remains in effect as long as the employee is actively participating in a PERS plan and is required because RCW 41.40.023(4) prohibits PERS members from simultaneously participating in two state retirement plans.

(3) Any current active participant of the plan who becomes an active member of PERS based on employment with another PERS employer is required to notify his or her participating employer. The employee will be provided the options listed in subsection (2) of this section and the participating employer will follow through accordingly.

[Statutory Authority: RCW 28B.10.400. 10-22-073, § 131-16-031, filed 10/29/10, effective 11/29/10; 05-24-051, § 131-16-031, filed 12/1/05, effective 1/1/06. Statutory Authority: Chapter

28B.50 RCW. 00-14-017, § 131-16-031, filed 6/28/00, effective 7/29/00. Statutory Authority: RCW 28B.10.400 and chapter 28B.50 RCW. 98-14-033, § 131-16-031, filed 6/23/98, effective 7/24/98. Statutory Authority: RCW 28B.10.400. 91-13-048 (Resolution No. 91-20, Order 129), § 131-16-031, filed 6/14/91, effective 7/15/91.]

**WAC 131-16-040 Disability retirement provisions for plan participants.** The appointing authority may approve the retirement of any participant for reasons of health or permanent disability either upon the request of the participant or the participant's supervisor: Provided, That reasonable consideration is first given to the written recommendations of the employee's personal physician or, if requested by either the employee or the appointing authority, a review of such recommendations by another physician appointed by mutual agreement for that purpose.

[Statutory Authority: RCW 28B.10.400. 10-22-073, § 131-16-040, filed 10/29/10, effective 11/29/10; 05-24-051, § 131-16-040, filed 12/1/05, effective 1/1/06; 91-13-048 (Resolution No. 91-20, Order 129), § 131-16-040, filed 6/14/91, effective 7/15/91; 83-20-042 (Order 95, Resolution No. 83-25), § 131-16-040, filed 9/28/83; 79-12-069 (Order 80, Resolution No. 79-44), § 131-16-040, filed 11/30/79; Order 28, § 131-16-040, filed 7/1/74; Order 4, § 131-16-040, filed 10/22/69.]

**WAC 131-16-045 Transfers to and from other plans.** (1) A participant employed by a participating employer may directly transfer into his or her plan account any balances from other employers' retirement plans in accordance with Internal Revenue Code and the plan document: Provided, That such other employers' plans permit transfers out of their plans.

(2) A participant who leaves the employment of all participating employers may choose to transfer his or her existing plan account balances, subject to the rules established by TIAA-CREF for transfers, to any other employer's retirement plan in accordance with Internal Revenue Code and the plan document: Provided, That such other employer's plans will accept the transferred balances.

[Statutory Authority: RCW 28B.10.400. 10-22-073, § 131-16-045, filed 10/29/10, effective 11/29/10; 05-24-051, § 131-16-045, filed 12/1/05, effective 1/1/06. Statutory Authority: RCW 28B.10.400 and chapter 28B.50 RCW. 98-14-033, § 131-16-045, filed 6/23/98, effective 7/24/98. Statutory Authority: Chapter 28B.50 RCW. 93-22-008, § 131-16-045, filed 10/21/93, effective 11/21/93.]

**WAC 131-16-050 Contribution rates established.** (1) On and after January 1, 1998, the participating employer shall make employee contributions on behalf of participants in lieu of paying an equal amount of each participant's salary, and such

contributions shall be treated as employer contributions pursuant to Internal Revenue Code Section 414 (h)(2) in determining the tax treatment under the code. Such contributions shall be made by the employer in lieu of employee contributions.

(2) Contributions made under subsection (1) of this section shall be paid from the same source of funds as used in paying salary for affected participants. Participants do not have the option to receive the amounts contributed under subsection (1) of this section directly.

(3) The amounts of the contributions made under subsection (1) of this section shall be limited as follows:

(a) Five percent of salary each pay period until the participant attains age thirty-five;

(b) Seven and one-half percent of salary for each pay period from age thirty-five through and including age forty-nine; and

(c) Ten percent of salary for each pay period after attaining age fifty.

(4) The participating employer shall contribute an additional sum equal to the contributions required by subsection (3) of this section.

(5) During periods when participants are on leave of absence and are receiving partial compensation, the employer shall continue to make contributions on the same basis as herein provided if the participant agrees to contribute in a like manner.

[Statutory Authority: RCW 28B.10.400. 10-22-073, § 131-16-050, filed 10/29/10, effective 11/29/10. Statutory Authority: RCW 28B.10.400 and chapter 28B.50 RCW. 98-14-033, § 131-16-050, filed 6/23/98, effective 7/24/98. Statutory Authority: Chapter 28B.50 RCW. 97-10-069, § 131-16-050, filed 5/5/97, effective 7/8/97. Statutory Authority: RCW 28B.10.400. 91-13-048 (Resolution No. 91-20, Order 129), § 131-16-050, filed 6/14/91, effective 7/15/91; Order 28, § 131-16-050, filed 7/1/74; Order 13, § 131-16-050, filed 10/8/71; Order 4, § 131-16-050, filed 10/22/69.]

**WAC 131-16-055 Options for self-directed investment of retirement plan contributions and accumulations.** Participants may allocate current premiums or transfer accumulated balances to any of the investment options provided under the plan, subject to procedures established by TIAA-CREF.

[Statutory Authority: RCW 28B.10.400. 10-22-073, § 131-16-055, filed 10/29/10, effective 11/29/10; 05-24-051, § 131-16-055, filed 12/1/05, effective 1/1/06. Statutory Authority: RCW 28B.10.400 and chapter 28B.50 RCW. 98-14-033, § 131-16-055, filed 6/23/98, effective 7/24/98. Statutory Authority: RCW 28B.10.400. 91-13-048 (Resolution No. 91-20, Order 129), § 131-16-055, filed 6/14/91, effective 7/15/91.]

**WAC 131-16-056 Hardship withdrawals.** (1) In the event of a financial hardship consistent with requirements of subsection (2) of this section and Section 403 (b) (11) of the Internal Revenue Code, as amended, a participant may withdraw all or part of the following plan funds:

- (a) Pre-1998 employee contributions;
- (b) Any pre-1989 earnings on employee contributions;
- (c) Any Section 414(h) employer pick-up contributions; and
- (d) Any contributions transferred to this plan from another employer's plan. Such funds may be withdrawn from the participant's state board retirement plan account while actively employed. Hardship withdrawals may not be larger than the amount necessary to meet the immediate and heavy financial need defined in subsection (2) of this section plus taxes on withdrawn funds and early withdrawal penalties. Employer contributions (other than Section 414(h) pick-up contributions) and earnings on the employer contributions may not be withdrawn as a hardship withdrawal.

(2) To enable hardship withdrawal of funds, the Internal Revenue Code (Section 1.401(k)-1 (d) (2)) requires that the participating employer shall verify that the participant has certified in writing that:

- (a) The participant has an immediate and heavy financial need; and

- (b) The participant has no other resources reasonably available to meet the need.

Withdrawals shall be deemed to be for "an immediate and heavy financial need" only if they are for:

(i) Payments to prevent eviction from or foreclosure on the principal residence of the participant;

(ii) Payments to prevent the participant's impending bankruptcy; and/or

(iii) Unreimbursable medical expenses incurred by the participant, spouse, dependent children, and/or dependent parents.

The participant shall be deemed to have "no other resources reasonably available to meet the need" if the participant certifies that he/she cannot meet the need through:

(A) Reimbursement or compensation by insurance or another source;

(B) Reasonable liquidation of assets;

(C) Borrowing from supplemental retirement accounts, life insurance values, or commercial sources; and/or

(D) Stopping any voluntary employee contributions to tax deferral or savings plans made available by the employer.

Contributions to the employer-sponsored retirement plan must continue while the employee remains eligible for the plan.

(3) Hardship withdrawals from the state board retirement plan are taxable income in the year received. Taxes, early withdrawal penalties, and any other consequences of hardship withdrawals shall be the sole responsibility of the participant. Withdrawals from this qualified plan may not be replaced at a later date.

[Statutory Authority: RCW 28B.10.400. 10-22-073, § 131-16-056, filed 10/29/10, effective 11/29/10; 05-24-051, § 131-16-056, filed 12/1/05, effective 1/1/06. Statutory Authority: RCW 28B.10.400 and chapter 28B.50 RCW. 98-14-033, § 131-16-056, filed 6/23/98, effective 7/24/98. Statutory Authority: Chapter 28B.50 RCW. 95-13-069, § 131-16-056, filed 6/20/95, effective 7/21/95.]

**WAC 131-16-060 Cashability.** Notwithstanding WAC 131-16-062(1), upon termination of employment at all participating employers for at least ninety consecutive calendar days with no expectation of continued employment, a participant may elect to receive a lump sum payment of his or her plan account pursuant to the settlement options made available by TIAA-CREF at that time.

[Statutory Authority: RCW 28B.10.400. 10-22-073, § 131-16-060, filed 10/29/10, effective 11/29/10; 05-24-051, § 131-16-060, filed 12/1/05, effective 1/1/06. Statutory Authority: Chapter 28B.50 RCW. 97-10-069, § 131-16-060, filed 5/5/97, effective 7/8/97. Statutory Authority: RCW 28B.10.400. 93-01-015, § 131-16-060, filed 12/4/92, effective 1/4/93; 91-13-048 (Resolution No. 91-20, Order 129), § 131-16-060, filed 6/14/91, effective 7/15/91; Order 28, § 131-16-060, filed 7/1/74; Order 4, § 131-16-060, filed 10/22/69.]

**WAC 131-16-061 Supplemental retirement benefits.** (1) A

participant is eligible to receive supplemental retirement benefit payments, provided the amount of the supplemental retirement benefit as calculated in accordance with this section, is a positive amount, if at the time of retirement the participant ~~is:~~

(a) Participated in the plan prior to July 1, 2011; and

(b) Is at least age sixty-two; and,

(c) Has ten years of full-time service in the plan at a Washington public institution of higher education. ~~Provided, That the amount of the supplemental retirement benefit, as calculated in accordance with the provisions of this section, is a positive amount.~~

(2) Subject to the provisions of subdivisions (c), (d), and (e) of this subsection, the annual amount of supplemental retirement benefit payable to a participant upon retirement is the excess, if any, when the value determined in subdivision (b) is subtracted from the value determined in subdivision (a), as follows:

(a) The lesser of fifty percent of the participant's average annual salary or two percent of the average annual salary multiplied by the number of years of full-time service; provided that if the participant did not elect to contribute ten percent of salary beginning July 1, 1974, or if later, after attainment of age fifty, service for such periods shall be calculated at the rate of one and one-half percent instead of

two percent.

(b) The combined retirement benefit from the TIAA-CREF annuity and any other Washington state sponsored retirement plan that the participant would receive in the first month of retirement multiplied by twelve: Provided, That the state board retirement plan benefit shall be calculated on the following assumptions:

(i) After July 1, 1974, fifty percent of the combined contributions were made to the TIAA traditional annuity and fifty percent to the CREF stock account during each year of full-time service: Provided, That benefit calculations related to contributions made prior to July 1, 1974, shall be computed on the basis of actual allocations between TIAA and CREF; and

(ii) The full TIAA-CREF annuity accumulations, including all dividends payable by TIAA Traditional Annuity and further including the amounts, if any, paid in a single sum under the retirement transition benefit option, were fully settled on a joint and two-thirds survivorship option with a ten-year guarantee, using actual ages of retiree and spouse, but not exceeding a five-year difference; except that for unmarried participants the TIAA Traditional Annuity accumulations, including dividends, were settled on an installment refund option and the CREF Stock Account accumulations were settled on a life annuity with ten-year guarantee option, all to be based on TIAA-CREF estimates at the time of retirement; and

(iii) Annuity benefits purchased by premiums paid other than as a participant in a Washington public institution of

higher education retirement plan shall be excluded.

(iv) For the purposes of this calculation, the assumptions applied to the plan accumulation settlement shall also apply to settlement of the benefit from any other retirement plan.

(c) The amount of supplemental retirement benefit for a participant who has not attained age sixty-five at retirement is the amount calculated in subsection (2) of this section reduced by one-half of one percent for each calendar month remaining until age sixty-five: Provided, That the supplemental retirement benefit for an otherwise qualified participant retired for reason of health or permanent disability shall not be so reduced.

(d) Any portion of participant's plan accumulation paid to a participant's spouse upon dissolution of a marriage shall be included in any subsequent calculation of supplemental retirement benefits just as if these funds had remained in the participant's plan account.

(e) The selection of a retirement option other than the joint and two-thirds survivorship with ten-year guarantee shall not alter the method of calculating the supplemental retirement benefit; however, if the participant's combined plan retirement benefit and calculated supplemental retirement benefit exceeds fifty percent of the participant's average annual salary, the supplemental retirement benefit shall be reduced so that the total combined benefits do not exceed fifty percent of average annual salary.

(3) The payment of supplemental retirement benefits shall

be consistent with the following provisions:

(a) Supplemental retirement benefits shall be paid in equal monthly installments, except that if such monthly installments should be less than ten dollars, such benefit payments may be paid at longer intervals as determined by the state board.

(b) Supplemental retirement benefit payments will continue for the lifetime of the retired participant; however, prior to retirement, a participant may choose to provide for the continuation of supplemental retirement benefit payments, on an actuarially equivalent reduced basis, to his or her spouse or designated beneficiary after the retiree's death. Notification of such choice shall be filed in writing with the state board and shall be irrevocable after retirement. If such option is chosen, the supplemental retirement benefit payments shall be in the same proportion as any plan survivor annuity option potentially payable to and elected by the participant. If a designation of a survivor's option is not made and the participant dies after attaining age sixty-two but prior to retirement, any supplemental benefit payable shall be based on the two-thirds benefit to survivor option.

(c) Prior to making any supplemental benefit payments, the state board shall obtain a document signed by the participant and spouse, if any, or designated beneficiary acknowledging the supplemental retirement benefit option chosen by the participant.

(4) A retired participant who is reemployed shall continue to be eligible to receive retirement income benefits, except

that the supplemental retirement benefit shall not continue during periods of employment for more than forty percent of full-time or seventy hours per month or five months duration in any fiscal year. Retirement contributions shall not be made from the salary for such employment, unless the individual once again becomes eligible to participate under the provisions of WAC 131-16-021.

[Statutory Authority: RCW 28B.10.400. 10-22-073, § 131-16-061, filed 10/29/10, effective 11/29/10; 05-24-051, § 131-16-061, filed 12/1/05, effective 1/1/06. Statutory Authority: RCW 28B.10.400 and chapter 28B.50 RCW. 98-14-033, § 131-16-061, filed 6/23/98, effective 7/24/98. Statutory Authority: RCW 28B.10.400. 91-13-048 (Resolution No. 91-20, Order 129), § 131-16-061, filed 6/14/91, effective 7/15/91; 83-20-042 (Order 95, Resolution No. 83-25), § 131-16-061, filed 9/28/83. Statutory Authority: RCW 28B.10.400(3). 82-11-014 (Order 91, Resolution No. 82-6), § 131-16-061, filed 5/10/82. Statutory Authority: RCW 28B.10.400. 79-12-069 (Order 80, Resolution No. 79-44), § 131-16-061, filed 11/30/79; Order 28, § 131-16-061, filed 7/1/74.]

**WAC 131-16-062 Benefit options after termination of employment.** (1) After termination of employment, participants who have attained age fifty-five, or who have completed thirty years of full-time service in this plan or any combination of Washington state sponsored retirement plans, or who have retired

due to disability in accordance with WAC 131-16-040 may exercise any settlement option for receipt of retirement benefits being made available by TIAA-CREF at that time.

(2) The federal income tax consequences resulting from the exercise of any options of elections provided by this section shall be the sole responsibility of the individual participant, and all federal tax regulations related to the receipt of retirement income benefits shall apply.

(3) The provisions of this section shall apply only to plan account accumulations attributable to contributions made as a result of employment in institutions or agencies subject to the provisions of WAC 131-16-005 through 131-16-066.

[Statutory Authority: RCW 28B.10.400. 05-24-051, § 131-16-062, filed 12/1/05, effective 1/1/06. Statutory Authority: RCW 28B.50.090. 92-22-045, (Order 137, Resolution 92-05-23), § 131-16-062, filed 10/28/92, effective 11/28/92. Statutory Authority: RCW 28B.10.400. 91-13-048 (Resolution No. 91-20, Order 129), § 131-16-062, filed 6/14/91, effective 7/15/91.]

**WAC 131-16-065 Optional retirement transition benefit.**

Participants may choose the optional retirement transition benefit that at the time of their retirement permits receipt of not more than ten percent of the accumulated value in each annuity in a lump-sum payment, provided that annuity benefits commence after the participant's fifty-fifth birthday. Benefits from the remainder of the combined annuity value shall be paid

in the form of other retirement options then available to the annuitant permitted by TIAA-CREF. Selection of the option to receive the retirement transition benefit shall be made immediately prior to retirement in such manner as permitted by TIAA-CREF.

[Statutory Authority: RCW 28B.10.400. 10-22-073, § 131-16-065, filed 10/29/10, effective 11/29/10; 05-24-051, § 131-16-065, filed 12/1/05, effective 1/1/06; 91-13-048 (Resolution No. 91-20, Order 129), § 131-16-065, filed 6/14/91, effective 7/15/91; Order 28, § 131-16-065, filed 7/1/74; Order 14, § 131-16-065, filed 2/18/72.]

**WAC 131-16-066 Single sum death benefit to spouse**

**beneficiaries.** Unless previously indicated to the contrary by the participating employee in writing directly to TIAA-CREF, the surviving spouse or other beneficiary, if applicable, of any plan participant who dies before retirement shall be entitled to receive a single sum death benefit in the amount of the then current value of the annuity accumulation.

[Statutory Authority: RCW 28B.10.400. 05-24-051, § 131-16-066, filed 12/1/05, effective 1/1/06; 91-13-048 (Resolution No. 91-20, Order 129), § 131-16-066, filed 6/14/91, effective 7/15/91; Order 28, § 131-16-066, filed 7/1/74; Order 15, § 131-16-066, filed 2/9/73.]

STATE OF WASHINGTON  
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES  
RESOLUTION 11-09-50

A resolution relating to the 2012 Supplemental Capital Budget.

**WHEREAS**, the Office of Financial Management requests that all state institutions submit their requests for the 2012 supplemental by September 22, 2011; and

**WHEREAS**, the request shown in Attachment B follows the capital priorities set for the 2011-13 biennium; and

**WHEREAS**, this request represents the most pressing immediate needs of the colleges in priority order;

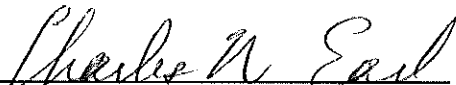
**THEREFORE BE IT RESOLVED** that the State Board for Community and Technical Colleges authorizes the submittal of a request to the Office of Financial Management and the Legislature for the community and technical college system based on Attachment B; including the three alternatively financed projects.

**PROVIDED** that the estimated costs therein may vary in the final submittal.

**APPROVED AND ADOPTED** on September 14, 2011.

  
Sharon Fairchild, Chair

**ATTEST:**

  
Charles N. Earl, Secretary

## **State Board for Community and Technical Colleges 2012 Supplemental Capital Budget Request**

### **Authorize \$100,000,000 in Financing for Administrative System Replacement (ERP) Project**

- Migrate the failing administrative system to a new hardware platform.
- Replace the existing software with modern commercial software.
- Consistent with the Strategic Technology Plan.
- Related revenue from tuition fee authorized in HB1909 and expenses are in operating budget request.

### **Authorize \$4,000,000 in Financing for Renovation of the Everett Community College Corporate and Continuing Education Building**

- Renovate the first and second floors.
- Install new roof and HVAC system.
- Debt to be paid from local funds.

### **Authorize Long-term Lease for Spokane Community College Aerospace Training Center**

- Acquire land suitable for Aerospace Training Center program at Geiger Field.
- Lease cost covered by land transferred from the Military Department in the 2011-13 Capital Budget and the lease-hold improvements at Felts Field.

### **Fund Major Projects on Prioritized List**

- Pick up additional projects in order of priority from our 2011-13 request.
- Schedules adjusted for funding in 2012 supplemental budget.
- Cost estimates update to reflect timing and market conditions.
- Next two projects on list are already designed.

### **Return Savings from Completed Projects - \$4,634,428**

- \$3.34 million in savings from completed major and matching fund projects.
- \$577 thousand in design funds from projects where the remainder of design or construction was postponed.
- \$479 thousand in savings from minor work projects.
- \$241 thousand in unallotted contingency pool funds.
- These savings include \$342 thousand in legislative reductions not captured in OFM's expenditure authority schedule and \$450 thousand in Building Fee.

**SBCTC Capital Requests for New Appropriated Funds in 2012 Supplemental**

**TAB 5, Attachment B-1**

List is based on May 28, 2010, June 30, 2010 and January 7, 2011 WACTC Recommendations and SBCTC Resolutions 10-06-29, 10-08-33, 11-1-8 and 11-09-50. Projects funded in the 2011-13 biennial budget have been removed from the list.

Priority	Type	College	Number	Project	New Approp.	Cummulative
1	Major Project - Construction	Skagit Valley	20081224	Academic and Student Services Building	29,494,000	29,494,000
2	Major Project - Construction	Lower Columbia	20081225	Health and Science Building	37,701,000	67,195,000
3	Major Project - Design	Olympic	30000122	College Instruction Center	3,369,203	70,564,203
4	Major Project - Construction	North Seattle	30000129	Technology Building Renewal	23,278,000	93,842,203
5	Major Project - Construction	Tacoma	20082701	Health Careers Center	38,819,000	132,661,203
6	Major Project - Design	Centralia	30000123	Student Services	4,138,456	136,799,659
7	Major Project - Construction	Bellevue	20082702	Health Science Building	37,948,757	174,748,416
8	Major Project - Design	Columbia Basin	20082704	Social Science Center	1,106,359	175,854,775
9	Major Project - Design	Peninsula	30000126	Allied Health and Early Childhood Dev Center	1,696,496	177,551,271
10	Major Project - Construction	Grays Harbor	20081226	Science and Math Building	43,614,000	221,165,271
11	Major Project - Design	South Seattle	30000128	Cascade Court	2,303,853	223,469,124
12	Major Project - Design	Renton	30000134	Automotive Complex Renovation	1,770,611	225,239,735
13	Major Project - Design	Edmonds	30000137	Science Engineering Technology Bldg	8,375,751	233,615,486
14	Major Project - Construction	Seattle Central	30000120	Seattle Maritime Academy	16,923,000	250,538,486
15	Major Project - Construction	Yakima Valley	30000121	Palmer Martin Building	20,589,000	271,127,486
16	Major Project - Construction	Green River	20081222	Trades and Industry Building	29,989,616	301,117,102
17	Major Project - Design	Whatcom	30000138	Learning Commons	1,622,763	302,739,865
18	Major Project - Construction	Bates	20082703	Mohler Communications Technology Center	22,325,000	325,064,865
19	Major Project - Construction	Clark	20082705	Health and Advanced Technologies Building	38,828,000	363,892,865

**Notes:**

- A Construction occurs in order of system priority.
- B Predesigns and designs needed for 2013-15 construction are added to the list assuming about \$291M in state capital appropriations in 2013-15.
- C Construction Administration costs are included in the period when construction is funded including the CA shifts in 2009-11 Enacted 2010 Supplemental Budget.

TAB 5, Attachment C

Savings from Completed Projects

College	Project Description	Proj. #	EA #	Fund Source		Total	Status	Type
				057	060			
Bellingham	Facility Repairs "A"	20081050	I17	140,749.00	357	140,749.00	Complete	Minor Work
Big Bend	Facility Repairs "A"	20081050	I17	19,320.00		19,320.00	Complete	Minor Work
Cascadia	Center for Arts, Technology and Communications	20042693	I05	6,663.00	6,663.00	6,663.00	Final Acceptance June 2010	Project Savings
Centralia	Science Building Replacement	20042850	I55	263,000.00		263,000.00	Final Acceptance June 2009	Project Savings
Clark	East County Satellite	20041689	I01	290,957.00		290,957.00	Final Acceptance June 2009	Project Savings
Clover Park	Allied Health Building (Dsgr)	20062699	I12	121,032.04		121,032.04	Design Started January 2008	Remaining Design Funds *
Clover Park	Minor Works - Preservation - Repairs and Minor Imp.	20081001	I14	1,741.00		1,741.00	Complete	Minor Work
Clover Park	Facility Repairs "A"	20081050	I17	151,439.00		151,439.00	Complete	Minor Work
Clover Park	Minor Works - Program	20082130	I41	567.00		567.00	Complete	Minor Work
Columbia Basin	Career and Technical Education Facility	20081217	J03	6,766.00		6,766.00	Final Acceptance January 2011	Project Savings
Columbia Basin	Culture, Language, and Social Science Building	20082704	I52	2,322.00		2,322.00	Pre-design Started July 2007	Remaining Pre-design Funds **
Edmonds	Meadowdale Hall Renovation Project	20081318	I35	584,780.00		584,780.00	Final Acceptance July 2009	Project Savings
Edmonds	Primary Electrical Distribution System Replacement	20081508	I40	116,723.00		116,723.00	Final Acceptance July 2009	Project Savings
Everett	University Center North Puget Sound	20042692	I04	4,119.00		4,119.00	Final Acceptance June 2009	Project Savings
Highline	Minor Works - Preservation - Repairs and Minor Imp.	20081001	I14	1.00		1.00	Complete	Minor Work
Olympic	MW - Preserv. (RM) Suppl. Budget (2009-11)	30000210	I47	0.15		0.15	Complete	Minor Work
Pierce Fort Steilacoom	Minor Works - Preservation - Repairs and Minor Imp.	20081001	I14	2.00		2.00	Complete	Minor Work
Pierce Fort Steilacoom	Facility Repairs "A"	20081050	I17	1.00		1.00	Complete	Minor Work
Pierce Fort Steilacoom	Cascade Core Renovation Proj. Phase 2	20081321	I14	3.00		3.00	J14 balance after 2009-11 expenses.	Project Savings
Pierce Fort Steilacoom	Minor Works - Program	20082130	I41	3.00		3.00	Complete	Minor Work
Pierce Fort Steilacoom	Roof Repairs "A"	30000010	I18	4.00		4.00	Complete	Minor Work
Pierce	Roof Repairs "A"	20061010	H13	3.00		3.00	Complete	Minor Work
Pierce	Minor Works - Preservation - Repairs and Minor Imp.	20081001	I14	2.00		2.00	Complete	Minor Work
Pierce	Facility Repairs "A"	20081050	I17	2.00		2.00	Complete	Minor Work
Pierce	Site Repairs "A"	20081090	I18	2.00		2.00	Complete	Minor Work
Pierce	Minor Works - Program	20082130	I41	1.00		1.00	Complete	Minor Work
Skagit Valley	Science Building Replacement	20041209	I00	1,550,866.00		1,550,866.00	Final Acceptance August 2010	Project Savings
Skagit Valley	Facility Repairs "A"	20061050	H14	6,769.00		6,769.00	Complete	Minor Work
Skagit Valley	Facility Repairs "A"	20081050	I17	5,912.00		5,912.00	Complete	Minor Work
South Seattle	SBCTC Contrib. Emergency Underground Tank Removal	20061751	H36	67.00	67.00	67.00	Complete	Project Savings
Spokane	Minor Works - Preservation - Repairs and Minor Imp.	20081001	I14	106,416.00		106,416.00	Complete	Minor Work
Spokane	Roof Repairs "A"	20081010	I15	15,000.00		15,000.00	Complete	Minor Work
Spokane	Facility Repairs "A"	20081050	I17	8,310.00		8,310.00	Complete	Minor Work
Spokane Falls	Replace: Business & Social Science	20051853	H10	898.00	898.00	898.00	Final Acceptance December 2007	Project Savings
Spokane Falls	General Classrooms/Early Learning Building (Dsgr)	20062696	I57	453,757.00		453,757.00	Design Started November/July 2007	Remaining Design Funds *
Spokane Falls	Minor Works - Preservation - Repairs and Minor Imp.	20081001	I14	6,150.00		6,150.00	Complete	Minor Work
Spokane Falls	Roof Repairs "A"	20081010	I15	14,059.00		14,059.00	Complete	Minor Work
Spokane Falls	ICN Building Renovation (MFP)	20082415	I44	74,222.00		74,222.00	Final Acceptance June 2009	Project Savings
SBCTC	Facility Repairs "A"	20081050	I17	136.00		136.00	Complete	Minor Work
SBCTC	Construction Contingency Pool (2009-11)	92000007	J48	241,185.00		241,185.00	Closed	Contingency Pool
Tacoma	Facility Repairs "A"	20081050	I17	2,713.00		2,713.00	Complete	Minor Work
Yakima Valley	Brown Dental Clinic Renovation	20081317	I34	437,766.00		437,766.00	Final Acceptance July 2009	Project Savings
<b>Total</b>				<b>3,622,604.04</b>	<b>450,239.15</b>	<b>561,585.00</b>	<b>4,634,428.19</b>	

Notes:

\* From project with postponed construction.

\*\* From project with postponed design.

**STATE OF WASHINGTON**  
**STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES**  
**RESOLUTION 11-09-51**

A resolution relating the approval of a Running Start tuition waiver, effective winter quarter 2012, for low income students who enroll in credits that exceed a combined high school and college enrollment of 1.2 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 a combined high school and college enrollment of 1.2 FTE which will require Running Start students to pay for college credits exceeding the combined 1.2 FTE; 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 1.2 FTE 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 a Running Start tuition waiver, effective winter quarter 2012, for low income students that exceed a combined high school and college enrollment of 1.2 FTE.

**APPROVED AND ADOPTED** on September 14, 2011.

  
Sharon Fairchild, Chair

**ATTEST:**

  
Charles N. Earl, Secretary

**STATE OF WASHINGTON**  
**STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES**  
**RESOLUTION 11-09-52**

A resolution relating to DelRae Oderman's many years of service.

**WHEREAS**, DelRae Oderman has most effectively and graciously served as the Executive Assistant to the State Board for Community and Technical Colleges for more than a decade, and;

**WHEREAS**, during her tenure she has provided outstanding support and consistently exhibits tireless devotion to the Board, and;

**WHEREAS**, DelRae is appreciated throughout the community and technical college system for her positive spirit, and;

**WHEREAS**, her congenial, easy going manner always makes others feel welcome, and;

**WHEREAS**, DelRae has drafted countless resolutions regarding arcane, obtuse, obscure subjects over the years without one of her very own, and;

**WHEREAS**, we will forever miss her laughter, salad eating, rule following, trouble-making, and snorting; and

**Oh Yes, and WHEREAS**, the woman can really talk, now;

**THEREFORE BE IT RESOLVED** that the State Board for Community and Technical Colleges wishes DelRae excitement in her travels, sunshine in her garden, grandchildren in her living room, Steve's time, and abundant happiness and prosperity during her retirement, and

**BE IT FURTHER RESOLVED** that the Board members are forever grateful for DelRae's ceaseless devotion to the community and technical college system and for her genuine compassion for each and every person in the community and technical college family.

**APPROVED AND ADOPTED** on September 14, 2011

  
Sharon Fairchild, Chair

**ATTEST:**

  
Charles N. Earl, Secretary