



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

MEETING MINUTES

September 15, 2010

State Board Members

**Jim Bricker (Chair), Coupeville
Sharon Fairchild (Vice Chair), Spokane
Shaunta Hyde, Lake Forest Park
Jim Garrison, Mt. Vernon
Jeff Johnson, Olympia
Tom Koenninger, Vancouver
Elizabeth Chen, Federal Way
Beth Willis, Tacoma**

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

**State of Washington
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
Olympia**

**ACTION INDEX
September 15, 2010**

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10-09-39	- Yakima Valley CC Property Acquisition	
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**STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
Olympia**

**Regular Business Meeting Minutes
September 15, 2010
State Board Office, Olympia**

The State Board's regular business meeting was preceded by a retreat held at the State Board Office in Olympia on September 13-14, 2010. Topics and issues discussed at the retreat included: 1) increasing educational attainment, 2) State Board Work Plan annual review, 3) System Direction update, 4) budget and legislative strategy, 5) applied baccalaureate strategy, and 6) strategic implications of eLearning growth. The Board also convened in executive session from 3:55 p.m. to 5:15 p.m. to complete the annual evaluation of the Executive Director. No action was taken in the executive session or during the retreat sessions.

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State Board Members Present: Jim Bricker (Chair) Sharon Fairchild (Vice chair), Shaunta Hyde, Jeff Johnson, Beth Willis, Erin Munding, Elizabeth Chen

State Board Member Absent: Tom Koeninger, Jim Garrison

CALL TO ORDER & ADOPTION OF REGULAR MEETING AGENDA

Chair Jim Bricker called the meeting to order at 8:30 a.m. and welcomed those present. He thanked all who participated in the State Board retreat for their contributions.

MOTION: Moved by Sharon Fairchild and seconded by Erin Munding that the State Board adopt the agenda for its September 15, 2010 regular business meeting as presented.

MOTION CARRIED.

DISCUSSION WITH REPRESENTATIVE MARK MILOSCIA: WASHINGTON STATE QUALITY AWARDS

Representative Mark Miloscia requested time with the Board to discuss the Washington State Quality Award process and its advantages. Representative Miloscia is Chair of the House Audit Review and Oversight Committee and volunteers as a quality examiner for the WSQA. He and staff member Susan Howson provided the Board an overview, including the purpose of the Baldrige/WSQA criteria, core values and concepts, criteria for performance excellence, and evaluation system. Board members had an opportunity to ask questions and engage in a discussion to gain a better understanding of the WSQA process.

ADOPTION OF CONSENT AGENDA (Resolutions 10-09-37, 10-09-38, 10-09-39, 10-09-40, 10-09-41, 10-09-42, 10-09-45)

MOTION: Moved by Sharon Fairchild and seconded by Beth Willis that the State Board adopt the consent agenda for its September 15, 2010 regular business meeting as follows:

- a) Approval of August 3, 2010 special State Board meeting minutes***
- b) Resolution 10-09-37 (ATTACHMENT #1): Centralia College Property Acquisition***
- c) Resolution 10-09-38 (ATTACHMENT #2): Bellevue College Capital Expenditure Authority***
- d) Resolution 10-09-39 (ATTACHMENT #3): Yakima Valley CC Property Acquisition***
- e) Resolution 10-09-40 (ATTACHMENT #4): Walla Walla CC Capital Expenditure Authority***
- f) Resolution 10-09-41 (ATTACHMENT #5): North Seattle CC Hold Harmless Agreement***
- g) Resolution 10-09-42 (ATTACHMENT #6): South Puget Sound CC Transfer of Real Property Improvements and Easement***
- h) Resolution 10-09-45 (ATTACHMENT #7): 2010-11 Washington Aerospace Apprenticeship Funding***

MOTION CARRIED.

2011-13 OPERATING BUDGET REQUEST AND 2011 SUPPLEMENTAL OPERATING BUDGET REQUEST (Resolution 10-09-43)

Chris Reykdal and Denise Graham of the State Board staff presented the final 2011-13 operating budget request and 2011 supplemental operating budget request for the Board's consideration. The Board reviewed and discussed the requests at its retreat the previous day. The Board and staff have been working with stakeholders over the past seven months on developing the 2011-13 operating budget request. Budget submittals are due to the Governor in September. The Governor has requested impacts of additional 10 percent budget reductions for the 2011-13 biennium, and these will be submitted along with the system's budget request.

MOTION: Moved by Sharon Fairchild and seconded by Erin Mundinger that the State Board adopt Resolution 10-09-43 (ATTACHMENT #8) approving the 2011-13 operating budget request and the 2011 supplemental operating budget request as described in the resolution and attachments.

MOTION CARRIED.

EXCHANGE AND ACQUISITION OF LAND FOR THE SPOKANE AEROSPACE TECHNOLOGY CENTER (Resolution 10-09-44)

Wayne Doty of the State Board staff requested the Board's approval for Spokane Community College to acquire 5.4 acres and improvements from the Military Department and exchange it for more suitable property at the Spokane International Airport to locate the Spokane Aerospace Technology Center.

The Governor created the Washington Council on Aerospace to coordinate and organize the worker-retraining programs at Washington's community and technical colleges. Everett and Spokane were identified by the Council as sites for the new industry-driven training centers. These centers will help state residents compete in the aerospace job market, so that local suppliers won't have to recruit workers from outside Washington to meet their needs for certain skills. The Everett center opened in June 2010. Spokane Community College needs a location with training facilities and runway access.

The Legislature provided \$400,000 for design and directed the Military Department to transfer airport property to Spokane Community College for the development of the Aerospace Technical Center in the 2010 supplemental capital budget. The balance of funds necessary for construction is expected to come from federal grants.

MOTION: Moved by Sharon Fairchild and seconded by Erin Mundinger that the State Board adopt Resolution 10-09-44 (ATTACHMENT #9) allowing Spokane Community College to exchange and acquire land for the Spokane Aerospace Technology Center.

MOTION CARRIED.

INFORMATION TECHNOLOGY STRATEGY: ENTERPRISE RESOURCE PLANNING (ERP) PROJECT

Mike Scroggins of the State Board staff reported that the Lift and Shift Project that has been underway for the past ten months is on schedule for completion in May 2011. The project was required to move the current college administrative computing systems off the outdated Hewlett Packard HP 3000 computers to a stable current hardware system. The goal of this project is to stabilize the current COBOL student, financial and human resources long enough to sustain a multi-year project to purchase and implement modern commercial systems as described in the Strategic Technology Plan. Commercial systems are referred to as an Enterprise Resource Planning (ERP). ERP systems integrate Student Information, Financial, Human Resources, and other educational functions into a single common computer system.

Over the summer, State Board staff has been consulting with ERP experienced higher education institutions and ERP subject matter experts to identify options for accelerating the initial timeline to complete the ERP project. The consensus is by using the agreed upon ERP guiding principles, implementing the selected ERP software with no customizations, and identifying a funding model by spring 2010, the timeframe for completion can be reduced by one year to occur in summer 2015.

The Board discussed the activities needed to begin and sustain the ERP project to completion and the strategic issues around accelerating the project schedule.

PROPOSED REVISION TO WAC 131.16: EXTENSION OF SBCTC RETIREMENT PLAN TO ELIGIBLE HECB EMPLOYEES

John Boesenberg of the State Board staff reported that state law provides the Board with authority to sponsor annuity retirement savings plans. With this authority, the State Board sponsors a mandatory retirement plan and voluntary retirement savings plan. The 2010 Legislature passed provisions allowing the Higher Education Coordinating Board (HECB) to

offer such plans. Offering a plan that is widely used by colleges and universities better equips the HECB to recruit candidates from higher education for their professional and leadership positions. Given the expertise needed to sponsor a plan and limited number of anticipated participants, HECB staff has requested that the State Board extend its plan to HECB employees.

The Board was briefed on the operation of the retirement plan it sponsors and the proposed Washington Administrative Code (WAC) rule changes necessary to extend the plan to eligible HECB employees. The next step is a formal public hearing to adopt the proposed WAC rule changes scheduled for the October 2010 State Board meeting.

ADJOURNMENT/NEXT MEETING

There being no further business, the State Board adjourned its regular meeting of September 15, 2010 at 12:00 p.m. The next regular meeting of the State Board is scheduled for October 28-29 (Wednesday-Thursday), at Everett Community College College.

J. A. Bricker, Chair

ATTEST:

Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 10-09-37

A resolution relating to Centralia College's property acquisition.

WHEREAS, Centralia College's master plan calls for the acquisition of a portion of three public streets that run through the center of the campus to be converted to primarily pedestrian circulation; and

WHEREAS, the plan also calls for the consolidation of the central corridor of the campus to be contiguous and incorporated into the main campus facility; and

WHEREAS, acquiring the property will improve campus safety by reducing vehicle traffic in areas used by pedestrians, eliminate building set back requirements, and allow greater use of land; and

WHEREAS, the Centralia College Board of Trustees on September 21, 2000, delegated authority to the president to acquire property; and

WHEREAS, the college has sufficient state and local capital funds for this acquisition.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorizes Centralia College to use up to up to \$105,000 to acquire portions of three vacated city streets bisecting college property that encompass a total of 1.9 acres.

APPROVED AND ADOPTED on September 15, 2010.


J.A. Bricker, Chair

ATTEST:


Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 10-09-38

A resolution relating to Bellevue College's Capital Expenditure Authority.

WHEREAS, Bellevue College has identified two projects that address the college's facility master plan goals of maximizing flexibility to current facilities and providing a safe, healthy and accessible place for learning, including auxiliary spaces for student, faculty and staff; and

WHEREAS, the Bellevue College Board of Trustees approved the expenditures on June 16, 2010; and

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

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges grants Bellevue College \$5,000,000 local capital expenditure authority for the Institute for Business Information Technology (IBIT) and the bookstore warehouse distribution center acquisition and remodel projects.

APPROVED AND ADOPTED on September 15, 2010.



J.A. Bricker, Chair

ATTEST:



Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 10-09-39

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

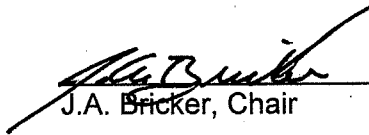
WHEREAS, Yakima Valley Community College's master plan for the Grandview campus identifies the need for additional land if the campus is to grow in order to continue serving the educational needs of the Yakima Valley; and

WHEREAS, Yakima Valley Community College's Board of Trustees has approved the transaction, subject to State Board approval, on June 19, 2008; and

WHEREAS, Yakima Valley Community College has sufficient local funds to acquire the property.


THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorizes Yakima Valley Community College to use up to \$192,500 to acquire property located at the intersection of Main Street and Wine Country Road, known as the Drollinger Property, in Grandview Washington.

APPROVED AND ADOPTED on September 15, 2010.



J.A. Bricker, Chair

ATTEST:



Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 10-09-40

A resolution relating to Walla Walla Community College Capital Expenditure Authority.

WHEREAS, Walla Walla Community College's William A. Grant Water and Environmental Center program has continued to grow since its opened in October 2007; and

WHEREAS, the college and the community developed a plan to expand the building and program to continue their commitment of conserving, managing, and enhancing the Walla Walla Watershed; and

WHEREAS, the college has sufficient funds to cover the cost, including grants and donations received from the US Department of Commerce Economic Development Administration, Washington State Department of Commerce, Walla Walla County, Walla Walla Port District, Pacific Power Blue Sky Foundation, and Walla Walla Community College Foundation. The project also recieved \$1,750,000 of State Capital Funds and up to \$1 million in financing authorization in the current Capital Budget.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorizes Walla Walla Community College to expend up to \$6,885,000 in local capital funds to expand, furnish and equip the William A. Grant Water and Environmental Center.

APPROVED AND ADOPTED on September 15, 2010.



J.A. Bricker, Chair

ATTEST:



Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 10-09-41

A resolution relating to a hold harmless and indemnification agreement with of the City of Seattle for North Seattle Community College's sewer line installation.

WHEREAS, North Seattle Community College is in the construction phase of the Employment Resource Center; and

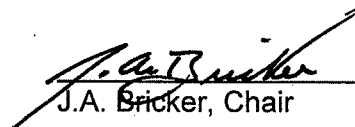
WHEREAS, the City of Seattle is requiring a hold harmless and indemnification as a condition before approval of installation is granted; and

WHEREAS, the sewer line slope is less than city standards but meets the engineer's design criteria; and

WHEREAS, the agreement has been reviewed and approved by the Assistant Attorney General.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges delegates authority to the executive director to hold harmless and indemnify the City of Seattle related to North Seattle Community College's sewer line installation.

APPROVED AND ADOPTED on September 15, 2010.



J.A. Bricker, Chair

ATTEST:



Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 10-09-42

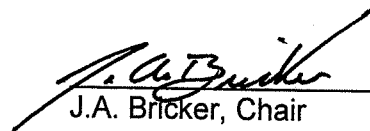
A resolution relating to South Puget Sound Community College's Transfer of Real Property Improvements and Easement.

WHEREAS, South Puget Sound Community College installed a new waterline during the construction of building #23; and

WHEREAS, the City of Olympia has requested the ownership and easement in exchange for the ongoing maintenance and repairs to the waterline.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges delegates authority to the executive director for the transfer of real property improvements and easement to the City of Olympia.

APPROVED AND ADOPTED on September 15, 2010.



J.A. Bricker, Chair

ATTEST:



Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 10-09-45

A resolution authorizing the distribution of state general funds for the design, development, training and related expenses associated with a joint labor/management apprenticeship program .

WHEREAS, the State Board has the authority to allocate and award state and federal job training funds; and

WHEREAS, the Legislature has directed the State Board to distribute the funds solely for the design, development, training, and related expenses associated with a joint labor/management apprenticeship program established under the auspices of an international union; and

WHEREAS, the Aerospace Machinists Joint Training Committee has been established to implement the joint labor/management apprenticeship program;

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorizes the distribution of \$2.15 million in state general funds to the Aerospace Machinists Joint Training Committee to support the joint labor/management apprenticeship program; and

BE IT FURTHER RESOLVED that the State Board for Community and Technical Colleges grants the Executive Director the authority to develop and execute a contract with the Aerospace Machinists Joint Training Committee to govern the distribution of the funding, consistent with board policy and state law; and

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

APPROVED AND ADOPTED on September 15, 2010.



J.A. Bricker, Chair

ATTEST:



Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 10-09-43

A resolution relating to the 2011-13 Operating Budget Request and the 2011 Supplemental Budget Request.


WHEREAS, the Board has worked with stakeholders on the development of the 2011-13 Operating Budget Request.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorizes the Director to submit to the Governor a 2011-13 Operating Budget request for an estimated \$189.8 million for policy level items as identified in Attachment B (2011-13 SBCTC Operating Budget Request).

BE IF FURTHER RESOLVED that the State Board for Community and Technical Colleges authorizes the Director to submit to the Governor a 2011 Supplemental Operating Budget request for M&O funding for new construction for three colleges totaling \$581,000.

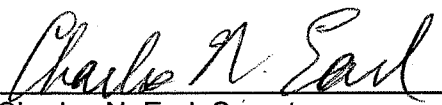
BE IF FURTHER RESOLVED that the Director shall make any necessary adjustments to the policy level request, system maintenance level request, the supplemental budget request, as necessary to meet changing conditions, or make technical adjustments, consistent with the Board's direction.

APPROVED AND ADOPTED on September 15, 2010.



J.A. Bricker, Chair

ATTEST:



Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 10-09-44

A resolution relating to Spokane Community College's exchange and acquisition of land for the Spokane Aerospace Technology Center.

WHEREAS, the Governor's executive order 09-04 created the Washington Council on Aerospace to coordinate and organize the worker-training programs at Washington's community and technical colleges; and

WHEREAS, the Council identified Spokane as a site for a new industry driven training center; and

WHEREAS, the legislature provided \$400,000 for design and directed the Military Department to transfer airport property to Spokane Community College for the development of the Aerospace Technology Center in the 2010 Supplemental Capital Budget; and

WHEREAS, the Community College District 17 Board of Trustees recommended the acquisition and transfer on July 20, 2010.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorizes Spokane Community College to acquire the 5.47 acres and improvements from the Military Department and exchange it for more suitable property at the Spokane International Airport.

APPROVED AND ADOPTED on September 15, 2010.



J.A. Bricker, Chair

ATTEST:



Charles N. Earl, Secretary