December 3  Regular Business Meeting Agenda

1:00 p.m.  Call to Order and Adoption of Agenda  Action
Beth Willis, Chair

1:05 p.m.  Approval of Consent Agenda  Action  Tab 1
   a. SBCTC Meeting Minutes, October 30, 2014
   b. Skagit Valley College, Property Acquisition, 2011 N. LaVenture Road  
     Resolution 14-12-68
   c. Seattle Central College, Local Expenditure, Maritime Academy  
     Resolution 14-12-69
   d. Highline College, Local Expenditure, Building 24A Renovation  
     Resolution 14-12-70
   e. Yakima Valley Community College, Property Acquisition, 803 S. 12th  
     Resolution 14-12-71
   f. Clark College, Local Expenditure, Culinary Renovation  
     Resolution 14-12-72
   g. Green River Community College, Property Acquisition, Auburn Lot  
     Resolution 14-12-73
   h. Centralia College, Local Expenditure, Parking 405 S. Iron Street  
     Resolution 14-12-74

1:10 p.m.  Host College Presentation: Centralia College
Dr. Robert A. Frost, President

2:00 p.m.  TACTC Report
Greg Bever, TACTC President

2:15 p.m.  WACTC Report
Ed Brewster, WACTC President

2:30 p.m.  Student Voice – Legislative Academy Presentation  Discuss  Tab 2
Edward Esparza

3:15 p.m.  Legislative Report and Approval of the 2015 Legislative Agenda  Action  Tab 3
Resolution 14-12-75
Alison Grazzini
3:45 p.m.  
**2017-19 Capital Budget Development Discussion**  
Wayne Doty and Eric Murray

4:45 p.m.  
**Executive Director Report**  
Marty Brown

5:00 p.m.  
**Chair Report**  
Beth Willis

5:15 p.m.  
**Adjourn**  
**Next Meeting: February 4-5, 2015 ~ State Board Office, Olympia**

5:45 p.m.  
**Dinner Meeting**  
Centralia College, Science Building, Foyer

Beth Willis, Chair  
Shaunta Hyde, Vice Chair  
Jim Bricker  
Elizabeth Chen  
Anne Fennessy  
Wayne Martin  
Larry Brown  
Jay Reich  
Carol Landa-McVicker  
Marty Brown, Executive Director  
Beth Gordon, Executive Assistant

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

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**EXECUTIVE SESSION:** Under RCW 42.30.110, an Executive Session may be held. Action from the Executive Session may be taken, if necessary, as a result of items discussed in the Executive Session.

**PLEASE NOTE:** Times above are estimates only. The Board reserves the right to alter the order of the agenda. Reasonable accommodations will be made for persons with disabilities if requests are made at least seven days in advance. Efforts will be made to accommodate late requests. Please contact the Executive Director’s Office at (360) 704-4309.
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Regular meeting minutes

The State Board held a study session on October 29, 2014, from 1:00 p.m. to 5:00 p.m. The Board heard presentations on subjects including: 1) Presidents’ Association Report, 2) Applied Baccalaureate Statements of Need, 3) 2014-15 State Board Goals and Policy Focus, 4) Student Achievement Initiative, and 5) Executive Session to review performance of a publicly bid contract. No action was taken during the study or executive sessions.

State Board members present
Beth Willis, Shaunta Hyde, Jim Bricker, Elizabeth Chen, Anne Fennessy, Wayne Martin, Larry Brown, Jay Reich, and Carol Landa-McVicker

State Board members absent

Call to Order and Welcome
Chair Beth Willis called the meeting to order at 8:30 a.m., welcomed those present, and asked for audience introductions.

Adoption of Regular Meeting Agenda
Motion: Moved by Jim Bricker and seconded by Shaunta Hyde that the State Board adopt its October 30, 2014, regular meeting agenda as presented.

Host College Presentation
Bates Technical College President Dr. Ron Langrell highlighted that Bates is celebrating 75 years in the Tacoma and Pierce community, Bates is an innovator. Their mission is to inspire, challenge and educate.

Today, Bates Technical College annually serves approximately 3,000 career training students and 10,000 more community members on three campuses in programs such as Continuing Education, Child Studies, High School, General Education and Basic Studies, and others.

Our unique classroom settings mirror the workplace, providing students with opportunities to practice and develop skills to levels required for successful employment. Bates offers two-year associate of technology degrees, certificates of competency, certificates of training, industry certifications and, in specific programs, prepares students for the achievement of state licensure. The college maintains articulation degrees with several four-year universities, making some of the college's two-year degrees transferable.

Dr. Langrell also highlighted the re-design at the Mohler campus.
Adoption of Consent Agenda (Resolutions 14-10-62 through 14-10-65)

Motion: Moved by Jim Bricker and seconded by Wayne Martin that the State Board adopt the consent agenda for its October 30, 2014, regular meeting as follows:

a) Approval of State Board Regular Meeting Minutes for September 10, 2014
b) Resolution 14-10-62: Centralia College, Parking Property Acquisition
c) Resolution 14-10-63: Clover Park Technical College, Building Demo
d) Resolution 14-10-64: Yakima Valley Community College, Toppenish Learning Center
e) Resolution 14-10-65: Yakima Valley Community College, Campus Operations Building

Final Consideration of Applied Baccalaureate Degrees

Columbia Basin College, Nursing (Resolution 14-10-67)

Columbia Basin College proposes a Bachelor of Science in Nursing that builds on knowledge gained in CBC’s two-year Associate of Applied Science in Nursing program. The United States is currently facing a nursing shortage that is expected to intensify as the nation’s population ages and their need for healthcare expands, and the present nursing workforce ages and retires. It is estimated that 55 percent of the registered nurse workforce is over the age of 50. In addition, the United States healthcare system demands highly educated nurses who can practice safely and effectively while demonstrating a complex array of skills, abilities, and knowledge which warrant baccalaureate level degree credentials. The Institute of Medicine calls for nurses to be educated in new ways that better prepare them to meet the needs of the population they serve and recommends that 80 percent of nurses should hold a baccalaureate degree or higher by the year 2020. The proposed Columbia Basin College Bachelor of Science in Nursing program will create an additional pathway for Associate Degree Nursing students to augment their education, open new avenues for career opportunities, and position them favorably for future changes in licensure requirements. Two external evaluators, Renee Hoeksel, Ph.D., RN Professor and Assistant Dean for Washington State University’s College of Nursing, and Susan Woods, PhD, RN, FAHA, FAAN Professor Emerita, Biobehavioral Nursing and Health Systems at the University of Washington, commended the program design and provided favorable reviews.

Motion: Moved by Elizabeth Chen and seconded by Carol Landa McVicker that the State Board adopt Resolution 14-10-67 approving the Columbia Basin College Applied Baccalaureate Degree in Nursing. Motion carried.

Bellevue College, Molecular Biosciences (Resolution 14-10-66)

Bellevue College proposes a Bachelor of Applied Science degree in Molecular Biosciences. This is one of five STEM degree proposals selected to receive development funding provided by the passage of legislative bill 2SSB 5624 in 2013. Molecular Biosciences encompasses the study of the molecules that build living cells and organisms and of the complex network of chemical reactions and physical processes that connect them. This field provides the foundation needed to work in a variety of disciplines such as molecular biology, medicine, forensics, biochemistry, pharmacology, neuroscience, food chemistry and environmental science. Graduates will be prepared to work as entry-level laboratory scientists in bioscience research with employers such as the Fred Hutchinson Cancer Research Center; in pharmaceutical development; and in life sciences product development with companies such as LabConnect. Bellevue College selected two experts to provide external review: Dr. Jason Kahn of the University of Maryland and Dr. William Davis of
Washington State University. Both reviewers affirmed that Bachelor of Applied Science degree in Molecular Biosciences graduates would be competitive when applying for a job or for entry into graduate programs.

The K-12 consortium that Bellevue College will be working with includes Bellevue, Lake Washington, and Mercer Island. As a result of this grant funding, high school and Bellevue College instructors met several times to review and discuss curriculum alignment possibilities. They also developed and delivered a one-week, hands-on workshop for high school students interested in pursuing a career pathway closely related to two-year degrees that will feed into the Bachelor of Applied Science degree in Molecular Biosciences.

Motion: Moved by Wayne Martin and seconded by Larry Brown that the State Board adopt Resolution 14-10-66 approving the Bellevue College Applied Baccalaureate Degree in Molecular Biosciences.

Motion carried.

Association of Washington Business Videos

Board members viewed three videos produced by the Association of Washington Business (AWB) in collaboration with State Board staff as a recent example of the partnership between AWB and the college system. The videos featured prominent business leaders from across the state representing different industries. They discussed the value of Washington’s community and technical colleges in developing a highly-skilled workforce to enhance Washington’s competitiveness and economic vitality. Kris Johnson, President of AWB, and Marty Brown facilitated the discussion about current business/college efforts to partner on employer engagement and workforce issues.

Student Voice – Manufacturing Programs

The manufacturing sector provides stable, well-paying jobs that often include generous benefit packages. By investing in programs that support this industry, the colleges are preparing students for successful entry and career advancement in an industry that is dynamic, innovative, and growing.

Students from Bates and Clover Park technical colleges discussed their interest in manufacturing careers and the professional-technical programs that are preparing them for jobs in this industry sector.

Consideration of 2014 Student Achievement Performance Awards (Resolution 14-10-68)

In December 2013, the Board approved revisions to both the Student Achievement college readiness, progression, and completion points and the funding metrics used to award performance based on those points. Last October, the Board awarded funds partially on the basis of the original system and partially for the revised system. This year marks the full transition to the revised points.

Consistent with the Board’s policy, Student Achievement performance funding will be awarded as follows: 45 percent for each college’s share of total points less completions (readiness and progress point production), 45 percent for each college’s relative points per student (effectiveness), and 10 percent for each college’s share of completions.

Motion: Moved by Shaunta Hyde and seconded by Jim Bricker that the State Board adopt Resolution 14-10-68 approving the 2014 Student Achievement Performance Awards.

Motion carried.
Legislative and Communications Report
The Board was briefed on potential 2015 agency request legislation as well as corresponding strategies to accomplish goals outlined by the Board that lead to success for the overall community and technical college (CTC) system.

The Board also heard an update on editorial board tours, opinion editorials, and other communications strategies aimed at advancing our legislative goals and communicating the value of our system to students, employers and the state.

Trustees’ Association Report
• ACCT Chicago
• Aspen Awards Finalists
• ACCT Awards Lunch
• Upcoming Meetings
• Potential Association Name Change

Executive Director Report
• Local Capital Projects over $1 million
• Happenings at the State Board since the September Retreat
• Parking Lot Items

Chair Notes
• The Board is interested in a Longhouse Presentation during the 2015-16 Meeting Schedule
• Lunch with the staff
• Thank you to Bates Trustees and Staff for their hospitality

Adjournment/next meeting
There being no further business, the State Board adjourned its regular meeting of October 30, 2014, at 11:55 a.m. The State Board will hold next meeting December 3-4, 2014, at Centralia College.

Attest: ____________________________
Elizabeth Willis, Chair

Marty Brown, Secretary
Skagit Valley College, Property Acquisition, 2011 North LaVenture Road

Brief Description
Skagit Valley College seeks to purchase .4225 acres at 2011 North LaVenture Road in Mount Vernon, Washington, to be used for office and classroom space and eventual parking.

How does this link to the System Direction, Mission Study, and Policy Focus
This acquisition and subsequent parking provided will improve student access to education.

Background Information and Analysis
Under current zoning, the College could use the property for offices or classes, but not for parking. Anticipating that the College may want to develop this into a parking lot in the future, the College will seek a Comprehensive Plan change from the City of Mount Vernon, allowing the property to be re-zoned as “Public”. The City has indicated informally that it is not opposed to this change. The City will review Comprehensive Plan changes in February, 2015.

The acquisition cost of $208,000 will be paid using local funds. A map with the proposed acquisition is included in Attachment A.

Potential Questions
Is the acquisition consistent with the State Board's goal of finding more and better ways to reduce barriers and expand opportunities so more Washingtonians can reach higher levels of education?

Recommendation/Preferred Result
Staff recommends approval of Resolution 14-12-68, giving Skagit Valley College authority to purchase .4225 acres at 2011 North LaVenture Road in Mount Vernon, Washington, to be used for office and classroom space and eventual parking.

Policy Manual Change Yes ☐ No ☒

Prepared by: Wayne Doty, Capital Budget Director
360-704-4382, wdoty@sbcctc.edu
A resolution relating to Skagit Valley College’s request to purchase .4225 acres at 2011 North LaVenture Road in Mount Vernon, Washington, to be used for office and classroom space and eventual parking.

**WHEREAS**, the College is requesting to use $208,000 in local funds to purchase the property; and

**WHEREAS**, anticipating that the College may want to develop this into a parking lot in the future, and current zoning allows only for classroom and office space, the College will seek a Comprehensive Plan change from the City of Mount Vernon, allowing the property to be re-zoned as “Public”, which the City has indicated informally that it is not opposed to changing;

**THEREFORE BE IT RESOLVED**, that the State Board for Community and Technical Colleges authorizes Skagit Valley College authority to use up to $208,000 in local funds to purchase .4225 acres at 2011 North LaVenture Road in Mount Vernon, Washington, to be used for office and classroom space and eventual parking.

**BE IT FURTHER RESOLVED**, that the State Board for Community and Technical Colleges authorizes the Executive Director to make adjustments to this action, including any necessary changes to the State Board’s Policy Manual, as necessary, for actions taken by the Governor, Legislature, data corrections, externally imposed restrictions or guidelines, uniform accounting and reporting requirements, and unanticipated changes in state or federal law.

**APPROVED AND ADOPTED** on December 3, 2014.

**ATTEST:**

_______________________________  ______________________________
Marty Brown, Secretary               Elizabeth Willis, Chair
Skagit Valley College Property Acquisition adjacent to existing Mount Vernon Campus

Proposed Acquisition:
2011 North LaVenture Road
Mount Vernon, WA 98273
Parcel P25895
Seattle Central College, Local Expenditure Authority, Maritime Academy

**Brief Description**
Seattle Central College is seeking approval to spend up to $2,200,000 in local funds toward the construction of the Seattle Maritime Academy (project 30000120) funded by the Legislature at $3,030,000, or approximately 15 percent, below the State Board’s 2013-15 construction phase request.

**How does this link to the System Direction, Mission Study, and Policy Focus**
The project will improve student access and experience and provide operating efficiencies.

**Background Information and Analysis**
The State Board’s 2013-15 capital request included $18,521,000 for the Seattle Maritime Academy construction project. The project is to replace outdated and deficient instructional space and give students a modern learning environment. It includes construction of a 26,000 square-foot building to house classrooms and lab space for the Maritime Training program. Seattle Central College has undertaken efforts to reduce the cost of the project and fit it into the funding provided by the Legislature, however, they also expanded the scope of the project to include dock improvements for a vessel they recently acquired. They are requesting authority to use up to $2,200,000 in local funds to balance the project budget.

**Potential Questions**
Is this project consistent with the State Board’s goals to improve student access and reduce facility maintenance costs?

**Recommendation/Preferred Result**
Staff recommends approval of Resolution 14-12-69, giving Seattle Central College authority to spend up to $2,200,000 in local funds toward the Seattle Maritime Academy construction project 30000120.

Policy Manual Change Yes ☐ No ☒

Prepared by: Wayne Doty, Capital Budget Director
360-704-4382, wdoty@sbctc.edu
A resolution relating to Seattle Central College’s request to spend up to $2,200,000 in funds toward the Seattle Maritime Academy construction project 30000120.

WHEREAS, in order to replace outdated and deficient instructional space and give students a modern learning environment, Seattle Central College is requesting authority to use up to $2,200,000 in local funds to construct a 26,000 square-foot building to house classrooms and lab space for the Maritime Training program;

THEREFORE BE IT RESOLVED, that the State Board for Community and Technical Colleges authorizes Seattle Central College to spend up to $2,200,000 in local funds to construct a new building for the Seattle Maritime Academy.

BE IT FURTHER RESOLVED, that the State Board for Community and Technical Colleges authorizes the Executive Director to make adjustments to this action, including any necessary changes to the State Board’s Policy Manual, as necessary, for actions taken by the Governor, Legislature, data corrections, externally imposed restrictions or guidelines, uniform accounting and reporting requirements, and unanticipated changes in state or federal law.

APPROVED AND ADOPTED on December 3, 2014.

ATTEST:

_______________________________  ________________________________
Marty Brown, Secretary           Elizabeth Willis, Chair
Highline College, Local Expenditure Authority, Building 24A Renovation

Brief Description
Highline College is seeking approval to spend up to $2,235,000 in local funds to renovate Building 24A, to combine and improve efficiency of the Maintenance and Grounds Departments.

How does this link to the System Direction, Mission Study, and Policy Focus
The project will improve student access and experience and provide operating efficiencies.

Background Information and Analysis
Highline College’s Maintenance Department is currently located in Building 26, in a former auto shop in an otherwise instructional building. The Grounds Team operates in Building 24A, an aging building with little work space located some distance from the Maintenance Department in Building 26. Over the last decade, the requirements and infrastructure to operate and maintain a college campus have shifted and the College now has too little space, in the wrong location, to efficiently conduct physical plant support activities.

By renovating Building 24A and relocating the Maintenance Department adjacent to the Grounds Team, the College is in line with their Master Plan by making the Departments more efficient. This also frees up Building 26 to be a renovated as part of the college’s Health and Life Sciences project 30000983, for which funding of the design was included in the State Board’s 2015-17 request.

Potential Questions
Is this project consistent with the State Board’s goals to improve student access and reduce facility maintenance costs?

Recommendation/Preferred Result
Staff recommends approval of Resolution 14-12-70, giving Highline College authority to spend up to $2,235,000 in local funds to renovate Building 24A, to combine and improve efficiency of the Maintenance and Grounds Departments.

Policy Manual Change
Yes ☐ No ☒

Prepared by: Wayne Doty, Capital Budget Director
360-704-4382, wdoty@sbctc.edu
State of Washington  
State Board for Community and Technical Colleges  
Resolution 14-12-70

A resolution relating to Highline College’s request to spend up to $2,235,000 in local funds to renovate Building 24A, to combine and improve efficiency of the Maintenance and Grounds departments.

WHEREAS, Highline College’s Maintenance Department is currently located in Building 26, in an abandoned auto body shop in an otherwise instructional building and the Grounds Team operates in Building 24A, an aging and worn building location some distance from the Maintenance Department; and

WHEREAS, over the last decade, the requirements and infrastructure to operate and maintain a college campus have shifted and the College now has too little space, in the location, to efficiently conduct physical plant support activities; and

WHEREAS, by renovating Building 24A and relocating the Maintenance Department adjacent to the Grounds Team, the College is in line with their Master Plan by making the Departments more efficient and it frees up Building 26 to be renovated as part of the Health and Life Sciences project 30000983;

THEREFORE BE IT RESOLVED, that the State Board for Community and Technical Colleges authorizes Highline College to spend up to $2,235,000 in local funds to renovate Building 24A, to combine and improve efficiency of the Maintenance and Grounds Departments.

BE IT FURTHER RESOLVED, that the State Board for Community and Technical Colleges authorizes the Executive Director to make adjustments to this action, including any necessary changes to the State Board’s Policy Manual, as necessary, for actions taken by the Governor, Legislature, data corrections, externally imposed restrictions or guidelines, uniform accounting and reporting requirements, and unanticipated changes in state or federal law.

APPROVED AND ADOPTED on December 3, 2014.

ATTEST:

_______________________________  ________________________________
Marty Brown, Secretary                Elizabeth Willis, Chair
Yakima Valley Community College, Property Acquisition, 803 South 12th Avenue

Brief Description
Yakima Valley Community College seeks to use $126,000 in local funds to purchase .14 acres at 803 South 12th Avenue in Yakima, Washington, to be used for parking.

How does this link to the System Direction, Mission Study, and Policy Focus
This acquisition and subsequent parking will improve student access to education.

Background Information and Analysis
This property is identified within the College’s Campus Master Plan as a location for future parking. Additional on campus parking will alleviate parking congestion in the surrounding neighborhoods. The acquisition cost of $126,000 will be paid using local funds. The property will be converted to a pay-to-park lot and will be supported by revenue generated from parking fees. A map with the proposed acquisition is included in Attachment A.

Potential Questions
Is the acquisition consistent with the State Board's goal of finding more and better ways to reduce barriers and expand opportunities so more Washingtonians can reach higher levels of education?

Recommendation/Preferred Result
Staff recommends approval of Resolution 14-12-71, giving Yakima Valley Community College authority to use $126,000 in local funds to purchase .14 acres at 803 South 12th Avenue in Yakima, Washington, to be used for parking.

Policy Manual Change
☐ Yes □ No ☒

Prepared by: Wayne Doty, Capital Budget Director
360-704-4382, wdoty@sbctc.edu
A resolution relating to Yakima Valley Community College’s request to use $126,000 in local funds to purchase .14 acres at 803 South 12th Avenue in Yakima, Washington, to be used for parking.

WHEREAS, this property is identified within the College’s Campus Master Plan as a location for future parking and additional on campus parking will alleviate parking congestion in the surrounding neighborhoods; and

WHEREAS, the acquisition cost of $126,000 will be paid using local funds, the property will be converted to a pay-to-park lot, and it will be supported by revenue generated from parking fees;

THEREFORE BE IT RESOLVED, that the State Board for Community and Technical Colleges authorizes Yakima Valley Community College authority to use $126,000 in local funds to purchase .14 acres at 803 South 12th Avenue in Yakima, Washington, to be used for parking.

BE IT FURTHER RESOLVED, that the State Board for Community and Technical Colleges authorizes the Executive Director to make adjustments to this action, including any necessary changes to the State Board’s Policy Manual, as necessary, for actions taken by the Governor, Legislature, data corrections, externally imposed restrictions or guidelines, uniform accounting and reporting requirements, and unanticipated changes in state or federal law.

APPROVED AND ADOPTED on December 3, 2014.

ATTEST:

_______________________________
Marty Brown, Secretary

_______________________________
Elizabeth Willis, Chair
As of August 2014

PW Master Plan Boundary

Additional Properties Bequeathed to the College:

- Duplex 230-230 1/2 N. 37th Ave.
- Single-Family Unit 1124 S. 16th Ave.
- Retail Eating Facility 16th Ave. @ Nob Hill Blvd.
- Retail Auto Shop 501 W. Nob Hill Blvd.
- Single-Family Unit 1017 S. Pleasant Ave.
- Signel-Family Unit 1019 S. Pleasant Ave.
Clark College, Local Expenditure Authority, Culinary Renovation

Brief Description
Clark College is seeking approval to spend an additional $1,960,000 in local funds toward their Culinary renovation project included in the State Board’s 2015-17 capital budget request as project 30001153.

How does this link to the System Direction, Mission Study, and Policy Focus
The remodel is responsive to workforce needs, expanding access, and enhancing college operating efficiencies.

Background Information and Analysis
The State Board’s capital request for 2015-17 includes permission for up to $8,500,000 in alternative financing for the renovation of Clark’s Culinary Arts facility. The College plans on paying the debt service from existing and new local revenues. The authority to use $40,000 of local funds was included when the State Board adopted the budget request in resolution 14-05-23. Clark College is now requesting approval to spend up to $2,000,000 in local funds toward the project. This authority will allow the College to hire an Architectural Engineering firm to create construction design documents for the renovation. The total cost of the project is still estimated to be $8,540,000.

Potential Questions
Is this project consistent with the State Board’s goals to improve student access and reduce facility maintenance costs?

Recommendation/Preferred Result
Staff recommends approval of Resolution 14-12-72, giving Clark College authority to spend up to an additional $1,960,000 toward the Culinary renovation project.

Policy Manual Change Yes ☐ No ☒

Prepared by: Wayne Doty, Capital Budget Director
360-704-4382, wdoty@sbctc.edu
State of Washington  
State Board for Community and Technical Colleges  
Resolution 14-12-72

A resolution relating to Clark College’s request to spend up to an additional $1,960,000 toward the Culinary renovation project.

WHEREAS, as part of a project with a total cost of $8,540,000, Clark College is requesting approval to spend up to an additional $1,960,000 in local funds. This authority will allow the college to hire an Architectural Engineering firm to create construction design documents for the renovation of their existing Culinary space; and

THEREFORE BE IT RESOLVED, that the State Board for Community and Technical Colleges authorizes Clark College to spend up to an additional $1,960,000 in local funds toward the Culinary space renovation project. Including the existing $40,000 in local expenditure authority the total will now be $2,000,000.

BE IT FURTHER RESOLVED, that the State Board for Community and Technical Colleges authorizes the Executive Director to make adjustments to this action, including any necessary changes to the State Board’s Policy Manual, as necessary, for actions taken by the Governor, Legislature, data corrections, externally imposed restrictions or guidelines, uniform accounting and reporting requirements, and unanticipated changes in state or federal law.

APPROVED AND ADOPTED on December 3, 2014.

ATTEST:

_______________________________  
Marty Brown, Secretary

_______________________________  
Elizabeth Willis, Chair
Green River Community College, Property Acquisition, Auburn Center Vacant Lot

Brief Description
Green River Community College seeks to use $765,000 in local funds to purchase approximately 1.33 acres of vacant land in downtown Auburn to be used for parking.

How does this link to the System Direction, Mission Study, and Policy Focus
This acquisition and subsequent parking will improve student access to education.

Background Information and Analysis
The College is in the process of acquiring property in downtown Auburn to construct a new facility for their aviation programs. The State Board’s 2015-17 capital request includes alternative financing for the new Auburn Center, project 30001150. The State Board approved the acquisition of 3.7 acres of property for the new Auburn Center in resolution 14-02-03. The College is now requesting authority to purchase an additional 1.33 acres adjacent to the New Auburn Center to allow for the future parking to support expansion of the high demand programs at the center. The property is identified as parcel 0721059037 by the King County Auditor’s office. The current address associated with the property is 1323 D Street Northeast, Auburn, WA 98002. A map with the proposed acquisition is included in Attachment A.

Potential Questions
Is the acquisition consistent with the State Board's goal of finding more and better ways to reduce barriers and expand opportunities so more Washingtonians can reach higher levels of education?

Recommendation/Preferred Result
Staff recommends approval of Resolution 14-12-73, giving Green River Community College authority to use $765,000 in local funds to purchase approximately 1.33 acres of vacant land in downtown Auburn to be used for parking.

Policy Manual Change Yes ☐ No ☒

Prepared by: Wayne Doty, Capital Budget Director
360-704-4382, wdoty@sbctc.edu
A resolution relating to Green River Community College’s request to use $765,000 in local funds to purchase approximately 1.33 acres of vacant land, King County tax parcel 0721059037, in downtown Auburn to be used for parking.

WHEREAS, the College is in the process of acquiring property in downtown Auburn to construct a new facility for their aviation programs; and

WHEREAS, the College is requesting authority to purchase the 1.33 acre lot adjacent to their new facility to allow for future parking to support expansion of these high demand programs;

THEREFORE BE IT RESOLVED, that the State Board for Community and Technical Colleges authorizes Green River Community College to use $765,000 in local funds to purchase approximately 1.33 acres of vacant land in downtown Auburn to be used for parking.

BE IT FURTHER RESOLVED, that the State Board for Community and Technical Colleges authorizes the Executive Director to make adjustments to this action, including any necessary changes to the State Board’s Policy Manual, as necessary, for actions taken by the Governor, Legislature, data corrections, externally imposed restrictions or guidelines, uniform accounting and reporting requirements, and unanticipated changes in state or federal law.

APPROVED AND ADOPTED on December 3, 2014.

ATTEST:

_______________________________  _______________________________
Marty Brown, Secretary                  Elizabeth Willis, Chair
Green River Community College Property Acquisition
adjacent to New Auburn Center

Proposed Acquisition:
1323 D St NE, Auburn, WA 98002
Parcel 0721059037

New Auburn Center
Approved in SBCTC Resolution 14-02-03
Centralia College, Property Acquisition, 405 South Iron Street

Brief Description
Centralia College seeks to use $65,000 in local funds to purchase approximately .22 acres at 405 South Iron Street in Centralia, Washington, to be used for parking and student housing.

How does this link to the System Direction, Mission Study, and Policy Focus
This acquisition and subsequent parking will improve student access to education.

Background Information and Analysis
The College has critical parking and circulation needs, which acquisition of this property helps to address. The College is also preparing for expansion of its student housing program. In both the short- and long-term time frame, the purchase of the property will enable the College to incorporate this site into its overall master plan and, in particular, prepare for the next major building on the adjacent block. The increased parking capacity will alleviate congestion in residential areas. The estimated total cost of $60,000 will be paid from local funds.

Potential Questions
Is the acquisition consistent with the State Board's goal of finding more and better ways to reduce barriers and expand opportunities so more Washingtonians can reach higher levels of education?

Recommendation/Preferred Result
Staff recommends approval of Resolution 14-12-74, giving Centralia College authority to use $65,000 in local funds to purchase approximately .22 acres at 405 South Iron Street in Centralia, Washington, to be used for parking and student housing.

Prepared by: Wayne Doty, Capital Budget Director
360-704-4382, wdoty@sbctc.edu
A resolution relating to Centralia College’s request to use $65,000 in local funds to purchase approximately .22 acres at 405 South Iron Street in Centralia, Washington, to be used for parking.

WHEREAS, the College has critical parking and circulation needs and is also preparing for expansion of its student housing program, both of which acquisition of this property helps to address; and

WHEREAS, the purchase of the property will enable the College to incorporate this site into its overall master plan and, in particular, prepare for the next major building on the adjacent block and alleviate congestion in residential areas with the increased parking capacity;

THEREFORE BE IT RESOLVED, that the State Board for Community and Technical Colleges authorizes Centralia College to use $60,000 in local funds to purchase approximately .22 acres at 405 South Iron Street in Centralia, Washington, to be used for parking and student housing.

BE IT FURTHER RESOLVED, that the State Board for Community and Technical Colleges authorizes the Executive Director to make adjustments to this action, including any necessary changes to the State Board’s Policy Manual, as necessary, for actions taken by the Governor, Legislature, data corrections, externally imposed restrictions or guidelines, uniform accounting and reporting requirements, and unanticipated changes in state or federal law.

APPROVED AND ADOPTED on December 3, 2014.

ATTEST:

________________________________________  _________________________________________
Marty Brown, Secretary                        Elizabeth Willis, Chair
Recent Acquisitions:

A. Vacate sections of Ash and Walnut streets, and two mid block alleys surrounded by college owned properties.

B. 816 Centralia College Blvd, Centralia
Parcel Number 000844000000
Resolution 13-02-02

C. 814 Centralia College Blvd, Centralia
Parcel Number 000843000000
Resolution 13-02-02

D. 812 Centralia College Blvd, Centralia
Parcel Number 000842000000
Resolution 12-10-43

E. 808 Centralia College Blvd, Centralia
Parcel Number 000840000000
Resolution 13-02-02

F. 402 S King St, Centralia
Parcel Number 000628000000
Resolution 12-10-43

G. 916 W Pear St, Centralia
Parcel Number 000688003000
Resolution 14-09-52

Proposed Acquisition:

H. 405 South Iron Street, Centralia
Parcel Number 000688000300
Resolution 13-02-02

Attachment A
Student Voice - Student Legislative Academy Presentation

Brief Description
Student leadership groups from each college come together in Olympia every fall for a Legislative Academy to build a statewide legislative platform for the upcoming session. The students gathered in November to learn about the legislative process, speak with legislative leaders and community and technical college trustees and presidents, and develop their action plan for addressing student concerns and priorities.

How does this link to the System Design, Mission Study, and Policy Focus
After adopting the System Direction in 2006, the Board created a Student Listening Task Force to collect feedback from students through a statewide survey, then a Student Voice Task Force to make recommendations to the Board about how to systematically include student perspectives in the Board’s policy deliberations and ways to foster student leadership development. As a result, students have participated in a number of system task forces and the Board has included student panels in most Board meetings over the past eight years.

Leadership programs such as the Student Legislative Academy provide students the opportunity to develop a holistic approach in their civic and community relations. The knowledge gained from activities like the Student Legislative Academy informs and educates students of their greater role and responsibility to serving the communities that they will someday work in and contribute to.

The Council of Unions and Student Programs (CUSP) is composed of student activities directors at the colleges. Student programs complement instructional programs and embrace students’ overall educational experience through participation in cultural, intellectual, athletic, recreational, social, community service, and leadership development activities. CUSP works with student leaders to provide the infrastructure and program for the annual Student Legislative Academy.

Background Information and Analysis
In 2004 the Student Legislative Academy was created to help students advocate for community and technical college student issues. The Council of Union and Student Programs and SBCTC staff co-host the academy, a two-day workshop held each fall, to:

- Build legislative and lobbying communication
- Understand the advocacy process
- Contextualize student involvement in the legislative process
- Prepare for the community and technical college Rally Day in February 2015
- Prepare for the legislative session

Students who attend the academy:

- Learn how the community and technical college system develops legislative platforms and how student voice contributed to that process
- Learn to effectively communicate legislative priorities
- Gain a greater understanding of the legislative process and how to navigate resources
• Connect with college student leaders from across the state to develop relationships and collaborative pathways on shared issues
• Share best practices in order to inform students about legislative issues
• Become oriented to the upcoming State Legislative Session and build awareness about tools available for tracking issues that involve the community and technical colleges

Attachment A: Washington State Community Technical Colleges Student Association 2014-15 Action Agenda

Attachment B: Panelist Biographies

Potential Questions
• How do student issues and concerns impact policies of the State Board and the community and technical college system?

Recommendation/Preferred Result
Staff will facilitate a student leadership panel that will present student legislative priorities. Board members will have an opportunity to provide feedback and insight to students on their priorities and strategies.

Policy Manual Change Yes ☐ No ☒

Prepared by: Edward Esparza, Policy Associate, Student Services
360-704-4319, eesparza@sbctc.edu
Washington Association of Community and Technical Colleges Student Association (WACTCSA)  
2014-2015 Action Agenda

The following six issues were developed during the 2014 Legislative Voice Academy by WACTCSA. This document was previously called the CTC Student White Paper. This agenda represents the issues Washington State Community and Technical College students have identified as their highest priorities for advocacy during the upcoming year.

**LEGISLATIVE PRIORITIES**

**Achieving Student Success: Redefining basic Education as K-14**
By 2019, two-thirds of all WA jobs will require at least one year of college education. Our state Community and Technical College funds are currently discretionary and should be protected. Washington should redefine and fund basic education as K-14.

**EBT on Campus**
Students should be able to purchase food using Electronic Benefits Transfer (EBT) cards on school campuses, but cannot do so currently because of the close proximity between the purchasing area and the dining area. Learning institutions should be exempt from “set distances” requirements. This will allow all CTCs to accept EBT.

**Textbook Affordability**
The high price of textbooks and course materials places an inordinate strain on students’ ability to afford school, and is an obstacle to student success. Funding should be allocated to support the development and increased availability of open resource materials. Corporate and/or publisher tax & restrictions should be considered for shortened book edition publishing cycles.

**Finding New Revenue Sources for Higher Education**
In order to provide the education necessary for us to be competitive in today’s economy, new and designated revenue sources are needed to support higher education in the Community and Technical College System. The legislature should find ways to provide dedicated funding by eliminating tax loopholes.

**SYSTEM PRIORITIES**

**Ban the Sale of Bottled Water on Campuses**
Bottled water creates enormous waste and expense. Bottled water is not healthier than tap water, easily recyclable, or good for our environment. Tap water is fresh, free, readily available, and more environmentally sustainable. WACTCSA supports a ban on the sale of bottled water on campuses.

**Open Source Textbooks**
The high price of textbooks places an inordinate strain on students’ ability to afford school. To help achieve textbook affordability, college administrators and the State Board for Community and Technical Colleges should increase efforts to develop open educational resources and to integrate them into classes statewide. WACTCSA will work to encourage the use of open source textbooks in our individual colleges. WACTCSA will advocate for this with CTC administration, faculty groups, students, and campus bookstores. We aim to see open source textbooks integrated into at least 15% of classes statewide over a period of 3 years.
Robert C. Lasker  
WACTCSA President  
Pierce College Fort Steilacoom

Robert Lasker is the current President of the Washington Community and Technical College Student Association. He is an honor student in his second year in the Business Program at Pierce College Fort Steilacoom. Robert was last year’s ASPCFS President and is this year’s Legislative Senator. He is also a member of the Dual Credit Workgroup for the Washington Student Achievement Council. Robert recently received the 2014 Outstanding Second Year Leader Award for his dedicated service on campus and at the State level. He has been a member of the Local Union 41 for three years and has 20 years of experience as a Journeyman Carpenter.

Council for Unions and Student Programs (CUSP)

Cal Erwin Svaboda  
CUSP President  
Clover Park Technical College

Cal Erwin-Svoboda brings ten years of programming, leadership development and international travel experience to his work in higher education. He is currently serving as the President of the Council of Unions and Student Programs for the 2014-2015 academic year. He works at Clover Park Technical College as the Director of Student Involvement and Conference Center Services where he has responsibilities for student government, clubs and organizations, publicity services, leadership training and the conference center.
Legislative Report & Approval of the 2015 Legislative Agenda

Brief Description
The Board will review and adopt the system’s 2015 legislative agenda that identifies key priorities for community and technical colleges. The Board will also be briefed on a coordinated advocacy plan to advance the system’s agenda during the upcoming legislative session. (Attachment A; and Board Resolution 14-12-75).

How does this link to the System Direction, Mission Study, and Policy Focus
Creating a robust advocacy plan that identifies targeted, key messages throughout the legislative session supports goals outlined in the System Direction, Mission Study, and Board Policy Focus in three major categories:

- **Student success**: increase statewide access, attainment, and completion;
- **Economic development**: strengthen the state’s economy through business and labor partnerships to narrow skill gaps and meet emergent workforce needs; and
- **Innovation**: leverage technology and other resources to identify creative solutions that lead to student completion.

The system-wide session advocacy plan is based on legislative outreach goals identified in the 2013-15 Legislative Outreach Plan:

- **Goal 1**: Create and nurture relationships with legislatures to increase awareness and understanding of community and technical college programs and services;
- **Goal 2**: Build a network of support with stakeholders to help promote educational opportunities at community and technical colleges and leverage partnerships to strengthen student success; and
- **Goal 3**: Engage the CTC system in legislative outreach activities to provide real-world examples of how community and technical colleges are critical to higher education and the state’s economy.

Background Information and Analysis
The 2015 legislative session is expected to be particularly challenging given state budget constraints and changing political dynamics. To reach legislative goals identified by the CTC system, a coordinated advocacy approach will be implemented to support overall system-wide success.

Audience
Key stakeholders are the target audience for legislative outreach activities with support from the CTC system. Communication and partnership will allow for broader messaging to reach mass audiences, greater promotion of a two-year college education, and increased ability to strategically deploy system resources.

- **Key stakeholders**: the Governor, legislators, legislative staff, the secondary and postsecondary education communities, state agencies, statewide organizations, business, labor, and other groups.
- **CTC system**: State Board members, trustees, presidents, faculty, staff, students, SBCTC staff, etc.
Session resources
During the legislative session, SBCTC Government Relations and Communications will provide materials to inform system-wide decisions and promote consistent messaging. These include:
- Talking points
- Advocacy templates (e.g. email, letters, in-person materials, etc.)
- Updated legislator information (e.g. priorities, positions of legislators, etc.)
- Bill Watch List and system-wide positions on legislative proposals
- Weekly Hearing Schedule
- Testimony and general outreach preparation
- Weekly Legislative News blog
- Social media

Advocacy timeline
The goal of the session advocacy plan is to share the value of community and technical colleges with stakeholders to create a consistent refrain of support while targeted legislative efforts are underway. This plan will be adjusted depending on the pace and timing of session events, dates, and activities.

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<th>Date</th>
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<th>Message(s) to stakeholders</th>
<th>Status</th>
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<td>January</td>
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| Week 1     | State Board, CTC system leadership | • Welcome to session  
• CTC system overview                                                |        |
| Week 2     | Presidents                      | • 2015 CTC system legislative priorities (operating, capital, policy) |        |
| Week 3     | Trustees, students              | • Promote the value of CTCs (economic engines, skilled workforce, college/career pathway for living wage jobs, etc.) |        |
| February   |                                |                                                                       |        |
| Week 1     | Presidents, faculty/staff       | • 2015 CTC legislative priorities: faculty, staff compensation  
• General ROI for investing in CTCs                                   |        |
| Week 2     | Trustees                        | • 2015 CTC legislative priorities: basic education for adults  
• General ROI for investing in CTCs                                   |        |
| Week 3     | State Board, presidents         | • 2015 CTC legislative priorities: SAI, performance funding  
• General ROI for investing in CTCs                                   |        |
| Week 4     | Trustees, students              | • 2015 CTC legislative priorities: services for students (advising, career counseling, completion coaches, navigators, etc.)  
• General ROI for investing in CTCs                                   |        |
| Week | March | Week 1 (March 2 – 6) | State Board, presidents | 2015 CTC legislative priorities: math pathways, MESA Community College Program  
• General ROI for investing in CTCs |
|------|-------|---------------------|-------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| Week 2 | (March 9 – 13) | Trustees | 2015 CTC legislative priorities: workforce innovation  
• General ROI for investing in CTCs |
| Week 3 | (March 16 – 20) | State Board, students | 2015 CTC legislative priorities: Opportunity Grants, support for State Need Grant  
• General ROI for investing in CTCs |
| Week 4 | (March 23 – 27) | Presidents | 2015 CTC legislative priorities: capital projects  
• General ROI for investing in CTCs  
*CTC Legislative Open House: March 26 |
| Week 5 | (March 30 – April 3) | State Board, CTC system leadership | 2015 CTC system legislative priorities (operating, capital, policy)  
• General ROI for investing in CTCs |
| April | Week 1 | (April 6 – 10) | Trustees | 2015 CTC system legislative priorities (operating, capital, policy)  
• General ROI for investing in CTCs |
| Week 2 | (April 13 – 17) | Presidents, students | Promote the value of CTCs (economic engines, skilled workforce, college/career pathway for living wage jobs, etc.). |
| Week 3 | (April 20 – 24) | State Board, CTC system leadership | 2015 CTC system legislative priorities  
*Sine Die is April 26 |

**Legislative internship program**

SBCTC in cooperation with the Council for Unions and Student Programs (CUSP) and the WA Association of Community and Technical College Student Association (WACTCSA) has created an internship program for the duration of the legislative session. This is an opportunity for two-year college students to learn about the legislative process, gain professional work experience, and earn college credit towards a certificate or degree.

Based at the State Capitol in Olympia, interns will be responsible for tracking legislative proposals, advocating for two-year college student priorities, and interacting with elected officials. Work includes attending and participating in legislative committee hearings, monitoring floor action, and ensuring community and technical college (CTC) students are represented throughout the legislative session.
The internship will commence at the beginning of January and last through the end of the regular legislative session. The number of hours worked per week will be determined by college credit requirements.

**Potential Questions**
- Does the Board have feedback about the 2015 legislative session advocacy plan?
- Are there suggestions from Board members about the 2015 CTC legislative agenda and/or other legislative priorities for the system?

**Recommendation/Preferred Result**
The Board will provide feedback and suggestions for the 2015 legislative session advocacy plan that includes priorities for the CTC system as well as adopt the final system legislative agenda.

Policy Manual Change Yes ☐ No ☒

Prepared by: Alison Grazzini, Legislative Director
360-704-4394, agrazzini@sbctc.edu
A resolution relating to the 2015 community and technical college system legislative agenda.

WHEREAS, Washington’s community and technical colleges serve the majority of higher education students in the state, aligning curricula with employer needs, providing lower-cost transfer opportunities and contributing to economic growth statewide; and

WHEREAS, the community and technical college system has identified budgetary and policy priorities for the upcoming regular legislative session that support the system’s mission of providing students access to a high-quality postsecondary education; and

WHEREAS, the budget and policy priorities advance Washington state’s educational goals that 70 percent of all adults have a postsecondary credential and 100 percent have a higher school diploma or equivalent; and

WHEREAS, the 2015 legislative agenda includes new state funding for faculty and staff compensation, basic education for adults, the Student Achievement Initiative, math pathways and the MESA Community College Program, Opportunity Grants, workforce innovation, capital projects, and key legislation impacting two-year college students.

THEREFORE BE IT RESOLVED, that the State Board for Community and Technical Colleges approves the 2015 legislative agenda as presented in Attachment A.

BE IT FURTHER RESOLVED, that the State Board for Community and Technical Colleges authorizes the Executive Director to make adjustments to this action, including any necessary changes to the State Board’s Policy Manual, as necessary, for actions taken by the Governor, Legislature, data corrections, externally imposed restrictions or guidelines, uniform accounting and reporting requirements, and unanticipated changes in state or federal law.

APPROVED AND ADOPTED on December 3, 2014.

ATTEST:

________________________________  __________________________________
Marty Brown, Secretary             Elizabeth Willis, Chair
2017-19 Capital Budget Development

**Brief Description**
In February 2015, the State Board will be asked to adopt selection criteria and instructions for the development of the system’s 2017-19 biennial capital budget request. The criteria are used to prioritize college requests relative to the system’s policy objectives and are reviewed and updated every two years in response to new objectives, experience, and external interests. At this meeting, the Board will be briefed on the growing need for infrastructure work; the projected capacity for new projects; and the work being done by system groups to address these factors. The policy objectives of the system’s capital budget request will be reviewed. Finally, WACTC will present their recommendation to limit the competition for new major projects in 2017-19.

**How does this link to the System Direction, Mission Study, and Policy Focus**
There is a Mission Study goal to build a 21st century learning infrastructure. This includes having all facilities in adequate, or better, condition. Additionally, we want to increase the use of online learning to reduce the need for capital and maintenance of buildings.

**Background Information and Analysis**

**Prioritized List of Capital Projects**
The Legislature requires the State Board to submit a single prioritized request for new capital appropriations. At the top of the prioritized list are minor projects that take care of the unexpected things that come up with aging facilities, focus repair funding on the known deficiencies, and help keep program spaces relevant to student needs.

To focus the repair funding where it is needed most, every building envelope and system is evaluated every two years by an engineer or architect. The cost to correct each deficiency is estimated and the urgency of the repair is assessed relative to all of the other repairs needed across the system.

The funding level for these minor projects is approximately the amount of revenue expected to be raised system-wide from the Building Fee portion of tuition in the upcoming biennium. The most severely needed repairs within that funding are added to the system’s budget request. A little over half of the deficiencies were included in the 2015-17 biennium request.

Next on the list is the design and construction funding for major projects. Colleges compete against each other with proposals that address the system’s policy objectives. Between one-third and one-half of the proposals typically make it onto the system’s prioritized funding list. The funding level for these projects is estimated to be the system’s recent average share of the State’s general obligation bonds applied against the projected new bond capacity. Design requests are only added to the list if a similar level of funding in the following biennium could fund the construction too.

In recent years, capital funding has fallen off significantly, resulting in projects that made it onto the system’s prioritized list not being funded by the Legislature. Such projects remain in the system’s capital pipeline until funded. Additionally, we have restricted the number of colleges eligible to compete for new major projects to better align our request with available funding.
**Policy Objectives in the Major Project Selection Criteria**

The system’s capital budget request has historically been shaped by overarching policy set by the State Board, with specific workforce and programmatic needs identified at the local level. During the selection and prioritization process, colleges must justify the addition of new space using a combination of forecasted local population changes and long-term need for the programs supported by the space.

The selection process for major capital projects was designed to balance several, often competing, policy objectives. Criteria are selected to be relevant to each type of proposal and to differentiate the proposals based on the relative value of each objective. Due to the diverse needs addressed by the proposals, some policy objectives are not applicable to every proposal. However, we can group similar policy objectives into three tiers.

Every project must address a significant programmatic need and be student focused. Projects also need to be obtainable for a reasonable cost. These first tier policy objectives each account for up to a third of the points available to a project.

The second tier objective is that we use existing and new space efficiently. Projects with critical timelines need comprehensive planning. Projects that include non-state funds need to have a high likelihood that the funds will be raised before they are needed. These objectives each represent up to one-quarter of the available points.

Having a project that is suitable for long term financing, enhances other State and Institutional goals, mitigates risks, and can be completed in a timely manner are third tier objectives. Each of these accounts for up to one-sixth of the points available to a project.

**Potential Need for Major Infrastructure Work**

Most of the infrastructure serving our facilities was installed when the buildings were first built and has received little attention since. The community and technical college system owns about 19.5 million square feet of buildings. About 4 million square feet of these buildings will be more than 50 years old by the end of the next biennium and another 5 million square feet in the next ten years will reach this age. Comparing this to the 50 year average useful life of a concrete sewer line, we can expect to see a lot of failing sewers in the near future. Most other infrastructure has shorter average useful lives. For example, potable water lines average 25 years, so one-fifth of the buildings are served by pipes that are already twice the average useful life. Underground electrical services average 20 years of useful life. Transformers and telecommunication lines have even shorter useful lives.

The criteria used for selecting new major projects for our 2015-17 biennium budget request did not encourage the inclusion of work outside the building and there were no criteria tailored for evaluating infrastructure needs. While most infrastructure deficiencies can be addressed with minor projects, there is the potential need for more extensive work that can only be addressed with a major project.

**Capacity for New Major Projects in 2017-19**
Based on the community and technical colleges’ average historical share of the State’s general obligation bonds and projected revenue from Building Fees, we are projecting around $400 million per biennium in new capital appropriations for the community and technical colleges for the foreseeable future.

Based on our current pipeline of capital work, there is likely to be capacity for seven new average-sized projects to begin design in 2017-19. The system previously committed to including in our 2017-19 request the remaining four 2nd design projects that were postponed to create capacity in 2015-17. This leaves capacity in our 2017-19 request for about three additional projects.

**WACTC Recommendation to Limit Competition**

A major project proposal costs about $116,000 to prepare (on average, as reported by the colleges based on the 2015-17 major project submittals). If thirty major project proposals were prepared for the 2017-19 selection, it would likely cost the system upwards of $3.5 million from existing resources. The college presidents asked their business, instruction, student service, and facility leaders to look at what could be done to reduce the cost of preparing a proposal. It was reported back that the process would benefit from more standard forms and clearer instructions, but the most expensive criteria to address, such as cost estimates and space planning, were still needed.

As a result, the presidents voted to limit the competition to the ten colleges who did not have major projects in the pipeline. While the motion received broad support there was some opposition. A couple colleges expressed that the competition should be open to all so colleges could self-assess their likelihood of success and decide if they want to spend the funding necessary to compete.

**WACTC Review of Selection Criteria**

The college presidents also asked their business, instruction, student service, and facility leaders to look at improving the scoring criteria for 2017-19 and they have received their recommendations.

The most significant change would be the addition of an Infrastructure category that would allow colleges to propose projects with significant infrastructure without impacting the reasonableness-of-cost score for the building component of the project. The Infrastructure category could also be used to propose stand-alone non-building infrastructure projects to address aging infrastructure on campuses.

Similar to the 2015-17 selection criteria, a project could have any combination of Matching Funds, Renovation, Replacement, New Area, and now Infrastructure. Each of these categories would have relevant criteria to differentiate the proposals during the scoring process.

The criteria would also use the college's existing space utilization for some of the overarching points and to differentiate New Area proposals. Here, current space utilization would be used to complement the existing criteria for the efficient use of the proposed new space. Additionally, numerous clarifications and minor changes have been proposed.
On December 11th the college presidents will hold an academy on the recommended changes for
development of the 2017-19 capital budget request. The next day they will vote on advancing the
recommendations to the State Board.

The recommendations will be presented at the State Board’s February 2015 meeting for possible
adoption. Once the criteria are adopted, there will be east- and west-side workshops on how to prepare
the 2017-19 proposals for colleges and their consultants. Major project proposals will be due in
December, 2015 followed by minor projects around March, 2016.

**Potential Questions**
- Is the 2017-19 budget development process consistent with the Board’s policy objectives and goals?
- Should more emphasis be placed on meeting statewide educational attainment goals in the capital
  budget selection process?
- Should the competition for 2017-19 new major projects be limited to the ten colleges as
  recommended by WACTC?

**Recommendation/Preferred Result**
The Board will provide feedback on the 2017-19 capital budget development process.

Policy Manual Change Yes ☐ No ☒

Prepared by: Wayne Doty, Capital Budget Director
360-704-4382, wdoty@sbcctc.edu
2017-19 Capital Budget Development

December 3, 2014

Wayne Doty, SBCTC Capital Budget Director
Eric Murray, 2014-15 WACTC Capital Budget Committee Chair
& Cascadia Community College President
Discussion Outline

• Historical Approach to Capital Budget
• Prioritized List of Capital Projects
• Policy Objectives in the Major Project Selection Criteria
• Potential Need for Major Infrastructure Work
• Cost of Preparing Major Project Proposals
• WACTC Recommendation to Limit Competition
• BAC, IC, SS and OFC Efforts to Improve Criteria
• Next Steps
• Questions
Historical Approach to Capital Budget

- The State Board sets policy objectives.
- The system develops relevant metrics.
- Colleges propose project based on local need.
- Proposals ranked relative to how well they meet the objectives.
- Top ranking proposals are added to the capital pipeline.
- The State Board requests funding for the appropriate phase of each project in the pipeline.
- Projects remain in the pipeline until funded.
Prioritized List of Capital Projects

We are required to submit a prioritized system request. Our system has been working since the 2008 recession to better align our capital pipeline with the likely funding levels.

- $580M in new appropriations was requested for 2011-13 and we received the equivalent of $366M (63%) including a couple COPs backed by Building Fee.

- $386M was requested for 2013-15 and we received $300M (78%).

- $367M was requested for 2015-17.

The next three slides show these requests and their funding.
## Priority College Number Project New Approp. Cumulative Enacted w/ Supplemental Enacted / Request

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<th>Priority</th>
<th>College</th>
<th>Number</th>
<th>Project</th>
<th>SBCTC Request</th>
<th>Enacted w/ Supplemental</th>
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The SBCTC capital budget request will reflect the following values:

- Effective use of space
- Student focused capital projects
- Sustainable and environmentally-friendly designs
- Partnerships with K12 and business
- Take care of existing facilities
- Repair/replace older buildings
- Address buildings in the worst shape
Potential Need for Major Infrastructure Work in Our System
Average Useful Life for Depreciation of Selected Infrastructures

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<th>Component 2</th>
<th>Average Useful Life</th>
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<td>Electrical Transformer - in vault</td>
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<tr>
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<tr>
<td>Transportation</td>
<td>Curb and gutter - concrete</td>
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</tr>
</tbody>
</table>

Useful life information from:

2. Specific examples from GASB 34 guidance. *Governmental Accounting Focus Article on Estimating useful lives for capital assets, May 2002.*
4. University of New Mexico Design Guidelines for Information Technology Infrastructure Facilities.
Assume Infrastructure was built with buildings.

Almost another 5 million square feet will be more than 50 years old in the next 10 years.

About 4 million square feet will be more than 50 years old in the next 2 years.
## Pipeline with Capacity for New Major Projects in 2017-19

<table>
<thead>
<tr>
<th>Order</th>
<th>Type</th>
<th>College</th>
<th>Project Description</th>
<th>Amounts 2013-15</th>
<th>Amounts 2015-17</th>
<th>Amounts 2017-19</th>
<th>Amounts 2019-21</th>
<th>Amounts 2021-23</th>
<th>Amounts 2023-25</th>
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</table>

- **7 new projects in 2017-19.**
- **5 new projects in 2019-21.**
- **6 new projects in 2021-23.**
$116,000 average cost for consultant and staff to prepare major project proposal and supporting documents for 2015-17 selection.

<table>
<thead>
<tr>
<th>Project Request Report</th>
<th>Min</th>
<th>Average</th>
<th>Max</th>
<th>Count</th>
<th>Total</th>
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WACTC Recommendation to Limit Competition One More Time
Clearing Out the Projects Selected in 2008

**2015-17 Competition**

- 10 Available Slots Within Expected Funding
- **Selected (10)**: 2 2 2 2 2 2 2 2
- **Not Selected (9)**: 2 2 2 2 2 2 2 2
- 19 Proposals from Eligible Colleges (Postponed 2nd designs plus not in pipeline)

**2017-19 Competition**

- 7 Available Slots
- **2 2 2 2**
- 4 Remaining Second Designs Not Included In 2015-17
- Leaves 3 Available Slots Within Expected Funding
- **10 Proposals from Eligible Colleges (not in current pipeline)**
Last Major Project
Sorted oldest to newest

<table>
<thead>
<tr>
<th>College</th>
<th>Last Major</th>
<th>Amount 2014$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Walla Walla</td>
<td>2005-07</td>
<td>10,442,925</td>
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<tr>
<td>Cascadia</td>
<td>2007-09</td>
<td>33,362,218</td>
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<tr>
<td>Pierce Puyallup</td>
<td>2007-09</td>
<td>26,089,814</td>
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<tr>
<td>Bellingham</td>
<td>2009-11</td>
<td>29,736,852</td>
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<tr>
<td>Lake Washington</td>
<td>2009-11</td>
<td>25,973,919</td>
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<tr>
<td>Everett</td>
<td>2011-13</td>
<td>32,351,228</td>
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<tr>
<td>Lower Columbia</td>
<td>2011-13</td>
<td>41,902,769</td>
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<tr>
<td>North Seattle</td>
<td>2011-13</td>
<td>24,074,877</td>
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<tr>
<td>Skagit</td>
<td>2011-13</td>
<td>31,543,402</td>
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<td>South Puget Sound</td>
<td>2011-13</td>
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<td>Spokane Falls</td>
<td>2011-13</td>
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<td>Tacoma</td>
<td>2011-13</td>
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<td>Yakima</td>
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<th>Last Major</th>
<th>Amount 2014$</th>
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* Includes funding requested for 2015-17 and construction funding in 2017-19 for the new designs.

2 2nd Designs already in pipeline for funding in 2017-19.
System-wide Effort to Improve Criteria

- Clarifications of existing criteria:
  - Provide guidance on how to present FTE projections.
  - Clarify “Adequate for use” in Renovation and Replacement.
  - Provide guidance on how ASF and GSF are to be measured.
  - Clarify the criteria for the timeline of a match.
  - Provide project budget and schedule forms.
  - Add requirement for hyper-links between claims and data.
  - Clarify what a strategic plan is.
  - Clarify “documents” related to seismic and ADA.

- Possible changes to existing criteria:
  - Look at differentiating expected cost by location.
  - Look at eliminating or streamlining expensive criteria:
    - Matching - Provide a project cost estimate.
    - Matching - Convey the likelihood of success and good local participation.
    - New Area - Explain projected enrollment increase.
    - New Area - Describe how reasonable cost estimate and building efficiency are.
    - New Area - Describe special initiatives beyond current participation rates
    - Renovation - Provide a project cost estimate.
    - Renovation - Seismic deficiency documentation and how it will be addressed in the project.
    - Replacement - Identify facility programming of space.

- Possible new criteria:
  - Add requirement to provide utilization data.
  - Add infrastructure element.
Next Steps

December 11th, 2014 WACTC Academy and vote on new criteria
February 4th, 2015 State Board meeting to review and discuss criteria
February 5th, 2015 State Board possible adoption of criteria
March – April 2015 Workshops on 2017-19 budget development process
December 2015 College major project proposals due
March 2016 College minor program improvement project descriptions due
May – June 2016 State Board adoption of 2017-19 Capital Request
September 2016 Requests due to OFM
Questions

• Is the 2017-19 budget development process consistent with the Board’s policy objectives and goals?

• Should more emphasis be placed on meeting statewide educational attainment goals in the capital budget selection process?

• Should the competition for 2017-19 new major projects be limited to the ten colleges as recommended by WACTC?