May 8

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Regular meeting minutes
The State Board held a study session on May 7, 2014, from 12:30 p.m. to 5:00 p.m. The Board heard presentations on subjects including: 1) 2015-17 Capital Budget Request, 2) 2015 Initial Operating Budget and Tuition Allocation, 3) 2015-17 Biennial Budget Development, 4) Applied Baccalaureate Statements of Need, 5) Student Voice: Students of Color Conference, 6) Allocation and Accountability Taskforce Update, 7) Trustees’ Report, 8) Presidents’ Report, and 9) Executive Director’s Report. No action was taken at the study session.

State Board members present
Beth Willis, Shaunta Hyde, Sharon Fairchild, Jim Bricker, Elizabeth Chen, Larry Brown, Anne Fennessy, Jay Reich

State Board members absent
Wayne Martin

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 Shaunta Hyde and seconded by Sharon Fairchild that the State Board adopt its May 8, 2014, regular meeting agenda as presented.

Host College Presentation
Columbia Basin College (CBC) President Rich Cummins highlighted programs the college offers that are student-service focused.

Hawk Central – A one-stop service area for prospective and current students. A variety of student services are provided: general information, getting started, financial aid, registration, and cashiering. Students can visit Hawk Central in person during the hours of operation or they can contact the specialists online. The specialists are available to help students navigate the college system, get help with problems, gain additional information, and perform regular transactions to meet their academic and financial goals. Hawk Central’s focus is to provide both efficiency and excellent customer service while helping the students succeed.

MESA – Funded by the National Science Foundation, the MESA community college program aims to increase the number of traditionally underrepresented students receiving a bachelor’s degree in a science, technology, engineering, or mathematics (STEM) discipline. CBC is the first of the four participating community colleges in the state of Washington to fully implement all six components of the program. Each year the MESA program recruits and retains a cohort of 60 students from the time they enroll in the program to the time they graduate and transfer to a four-year university. The students that MESA serves must have the intent to transfer to a four-year university, come from a traditionally underrepresented group in the STEM fields, be pursuing a STEM major, and be financially and educationally disadvantaged.
Appointment of 2014-15 SBCTC Chair and Vice Chair

In accordance with current State Board bylaws, the election of officers is to be held by June of each year. In the absence of the Chair, his or her duties will be assumed by the Vice Chair who acts as the Chair Pro Tempore. The Vice Chair may serve as the successor to the Chair. Sharon Fairchild gave the nominating committee report and submitted the nomination of Beth Willis for the position of State Board Chair and Shaunta Hyde for the position of State Board Vice Chair for 2014-15.

Motion: Moved by Jim Bricker and seconded by Elizabeth Chen to appoint Beth Willis as State Board Chair for 2014-15.

Motion: Moved by Larry Brown and seconded by Jay Reich to appoint Shaunta Hyde as State Board Vice Chair for 2014-15.

Adoption of Consent Agenda (Resolutions 14-05-17 through 14-05-22)

Motion: Moved by Shaunta Hyde and seconded by Sharon Fairchild that the State Board adopt the consent agenda for its May 8, 2014, regular meeting as follows:

- Approval of March 24, 2014, State Board regular meeting minutes
- Resolution 14-05-17: 2014-15 SBCTC Meeting Dates and Locations
- Resolution 14-05-19: Canvas Learning Management System Contract
- Resolution 14-05-20: Blackboard Collaborate Contract
- Resolution 14-05-21: Panopto Lecture Capture Contract
- Resolution 14-05-22: Columbia Basin College, Local Expenditure Authority, Department of Education Property

Motion carried.

Competency Based Degrees, Tuition WAC Changes

Jan Yoshiwara of the State Board staff and Rich Cummins, Columbia Basin College President presented that the college system is embarking on a new mode of delivering courses and programs to students through online and asynchronous, competency-based education. They briefed the Board, as requested, on a system initiative to implement competency-based degrees.

Pilot projects. In Fall 2012, four Washington community colleges (Bellevue College, Columbia Basin College, Edmonds Community College, Spokane Falls Community College), along with five colleges in other states, were invited to participate in a project led by Western Governors University and funded by the Bill & Melinda Gates Foundation, to pilot development and implementation of competency-based certificates in Information Technology with courses offered starting January 2014. Because the grant project included a series of training workshops led by Western Governors University staff on the basics of competency-based education, our system successfully negotiated means to open the workshops to teams from all interested Washington colleges. Thirty out of 34 colleges sent teams to the workshops in February, March, and May 2013, with almost 300 faculty and staff participating across the workshop series.

Competency-based degree initiative. In November 2012, the presidents’ Strategic Visioning Committee commissioned a work group of college instruction, student services, and administrative services leaders to develop a plan for collaborative deployment of competency-based degrees. The work group produced a concept paper outlining a proposed approach to implementing competency-based degrees as a system effort. In May 2013, the presidents endorsed
the work group’s concept paper and asked the group to continue work on implementation issues. The work group’s recommendations were presented to the presidents in February and endorsed in March 2014.

Denise Graham of the State Board staff discussed an impact of the competency-based degree plan on the Board’s tuition setting authority. The State Board is responsible for adopting the tuition schedule for the colleges each year. Under the schedule, students are charged tuition based on the number of credits taken each quarter. In contrast, in competency-based programs, students pay for time rather than for credits. By paying a flat amount each academic term, a student has access to instruction and support for the number of credits the student and advisor agree to at the beginning of the term. This allows each student to work through course materials at his or her own pace.

Current administrative rule (Washington Administrative Code, or WAC 131-28-025) adopted by the Board requires tuition and fees to be charged on a per-credit basis. This WAC needs to be amended so that students in competency-based degree programs can be charged tuition based on the length of the term rather than on the number of credits taken. A public hearing and Board adoption will be at a later meeting.

2015-17 Capital Budget Request (Resolution 14-05-23)

Wayne Doty of the State Board staff presented that the State Board staff has worked with college district trustees, presidents, and vice-presidents to develop the community and technical colleges' 2015-17 capital budget request and 2015-25 ten-year plan.

The system’s proposed 2015-17 capital budget request includes $368 million in new appropriations and $46 million in locally supported alternatively financed projects. The community and technical colleges have received $303 million in new appropriations for 2013-15.

The request balances preservation and program-related issues; addresses stewardship of current space; modernizes and reprograms space to meet changing needs of students and their education programs; and expands capacity where enrollments are expected to increase. It reflects the system’s most pressing capital needs.

The final budget request level will depend on the Office of Financial Management’s (OFM) 2015-17 Capital Budget Instructions on what assumptions to use for escalation, contingencies, and design fees. State Board staff will work with the colleges to validate the final results based on OFM instructions, estimate re-appropriation amounts, and identify any reauthorizations needed for previously approved alternatively financed projects. The 2015-17 capital budget request is due to OFM in September 2014.

Motion: Moved by Shaunta Hyde and seconded by Anne Fennessy that the State Board adopt Resolution 14-05-23 approving the 2015-17 Capital Budget Request and delegating authority to the Executive Director to make any necessary adjustments to the request, as necessary.

Motion carried.

2015 Initial Operating Budget and Tuition Allocation (Resolution 14-05-24 and 14-05-25)

Nick Lutes of the State Board staff presented that the 2014 supplemental operating budget (ESSB 6002) was passed by the Legislature on March 13, 2014, and signed into law by Governor Inslee on April 4, 2014. During the Study Session, the Board will review the proposed initial FY 2015 operating budget allocations to colleges, the 2014-15 academic year tuition and fee schedules, as well as other policy documents related to the implementation of the operating budget.

The enacted 2014 supplemental budget decreases biennial state appropriations by $7.0 million, or 1.1 percent. The decrease is due to lower health insurance contribution rates and other pass-through changes. Overall, the FY 2015
appropriation for the system is $619.7 million and includes appropriations made by the Legislature in the November 2013 special session.

The initial allocation for FY 2015 consists of adjustments to current year funding (removing one-time and variable funding and the annualization of items funded for less than 12 months in FY 2014); adjustments to base allocations to reflect changes in pension, health insurance, and workers compensation contribution rates; and additional funds provided by the Legislature for new policy initiatives.

Not currently included in the FY 2015 Initial Allocation is the SBCTC share of the statewide Efficiency Savings (LEAN), a reduction that became larger in the 2014 supplemental, increasing from $30 million to $40 million statewide. The Office of Financial Management (OFM) will determine the final distribution of the reduction across all state agencies. Resolution 14-05-24 delegates to the Executive Director the authority to allocate this reduction after OFM identifies our system’s share.

The Legislature assigns an enrollment target for the community and technical college system as part of the operating budget. The State Board seeks to ensure that legislative targets are met and that scarce resources are deployed where needed most by (a) allocating enrollments and associated funding to the districts; (b) adopting rules specifying the conditions under which a district is eligible to receive additional growth enrollments; and (c) adopting rules specifying the conditions under which a district’s allocated enrollments and associated funding will be reduced.

The 2014 supplemental budget removed all authority to increase resident tuition in FY 2015. This is the second year in a row of zero tuition increases for the community and technical college system. Annual tuition fee rates for lower division, full-time resident tuition will remain at $4,000 in FY 2015 (equivalent to 45 credit hours). The annual full-time tuition rate for upper division, full-time, resident tuition will remain at $7,600.

Motion: Moved by Elizabeth Chen and seconded by Jim Bricker that the State Board adopt Resolution 14-05-24 approving the 2015 Operating Budget Initial Allocation and delegating authority to the Executive Director to make adjustments to the request, as necessary. Motion carried.

Motion: Moved by Jay Reich and seconded by Shaunta Hyde that the State Board adopt Resolution 14-05-25 approving the 2014-15 Tuition and Fees.

**Improving Outcomes in Pre-College Math Education**

Jan Yoshiwara of the State Board staff and State Board Member Elizabeth Chen presented that at the March meeting, Board members were briefed on system level projects and college level efforts to improve outcomes in both pre-college and college level math. As an outcome of the discussion, Board members asked staff to create a proposal for developing a strategic plan for math acceleration and success in the community and technical college system that builds on the college and system level work done to date, identifies metrics to measuring and evaluating progress and establishes a national advisory board of experts in math improvement to provide guidance and feedback in building and implementing the strategic plan for math.

Based on Board members’ discussion at the March Board meeting, the following work plan is proposed to create a strategic plan to accelerate math achievement in the college system.
Draft Framework

Goals:

- Increase successful completion of pre-college and college level mathematics classes.
- Reduce the share of recent high school graduates requiring pre-college math courses.
- Develop a common set of metrics for evaluating progress towards improving student success in pre-college and college level mathematics.

Workplan:

- Convene task force and national advisory board for math acceleration and success.
- Inventory current policies and practices in Washington on pre-college and college level math, including college readiness among recent high school graduates, student success in mathematics while enrolled at community and technical colleges, and mathematics preparation for students who transfer to universities.
- Examine current efforts, state policies, and evidence of success in other state systems.
- Develop strategies to increase math achievement for community and technical college students, and accelerate pathways to successful completion of college level math.
- Develop research approach to evaluate results of system-wide approaches to math achievement.
- Provide regular progress reports and recommend actions to WACTC and State Board.

Project I-DEA Presentation

State Board members Shaunta Hyde and Elizabeth Chen along with Kathy Cooper of the State Board staff presented that Project I-DEA (Integrated – Digital English Acceleration) begins its third quarter this spring, creating an innovative approach to English language learning for our state’s fastest growing immigrant populations. The emerging model is built on a balance of face-to-face and on-line teaching and learning tools to increase acceleration on pathways to credentials and family wage jobs. I-DEA students who begin with English language skills in the lowest three levels use computers and group instruction to develop reading, writing, speaking, numeracy, and technology skills in a variety of contexts critical to college and careers. The resources of state funding to colleges, Washington’s federal Adult Education dollars, support for eLearning and IT resources, and a grant from the Bill & Melinda Gates foundation are all leveraged in a three-year effort that will engage all 34 colleges and partnering community-based organizations to transform English as a Second Language instruction in our state.

The Board approved the I-DEA project and the distribution of grant funding in December of 2012, affirming its potential to transform instruction for English Language Learners across the system and ensure their contribution to system success. In addition, the Board heard interim reports about progress of the initiative and considered early indicators of program success. Members of the Board also observed an I-DEA program and witnessed the success of early efforts.

Applied Baccalaureate Approval Process

Jan Yoshiwara of the State Board staff presented that due to rapid growth in the number of applied baccalaureate degree proposals by colleges this year, the Board has asked for revisions to the approval process to streamline the process for the Board, the colleges, and SBCTC staff, while maintaining the integrity and rigor of proposal reviews and adherence to criteria set in enabling legislation and Board policy.

At the March meeting, Board members considered a number of options for revising the degree approval process. Given the discussion, the following changes are proposed.
1. Continue the current Statement of Need presentations at Board study sessions. Refocus the staff agenda item descriptions and college presentations on student demand, employer demand, wages, and unmet need for the proposed program.

2. Consolidate the Statement of Need presentations at two to three Board meetings during the year.

3. Continue the current program proposal presentations and Board consideration during business meetings. Agenda item descriptions will restate the unmet need for the program, identify Board member questions raised during the Statement of Need discussion, summarize feedback to the college from staff or the peer review committee, and summarize college responses.

4. Program proposals will describe collaboration with similar degree programs offered by other community and technical colleges either on upper division curricula or articulation agreements with their associate degree programs.

Colleges that already have implemented BAS degrees may have a staff review for their program proposal rather than a staff review and peer review. Agenda item descriptions will indicate whether the college is proposing their first applied bachelor’s degree or the current status of approved programs.

Staff has begun discussions with third-party evaluators to conduct an analysis of BAS programs on college missions. The goal is to complete this evaluation by the September Board retreat. In addition, WACTC asked its Research and Planning Commission to estimate future demand for applied bachelor’s degrees. SBCTC research staff is working with the research commission committee on this analysis, which will be available for the Board’s retreat.

**Final considerations of Applied Baccalaureate Degrees (Resolutions 14-05-26 through 14-05-29)**

Edward Esparza of the State Board staff presented that in February 2013, the State Board adopted the revised approval process, selection criteria, and application materials for community and technical colleges seeking to offer an applied baccalaureate program.

Each college completed an initial step in the approval process when college administrators previously met with State Board members to discuss how the proposed degree aligns with the college’s strategic goals and meets regional/statewide needs.

The final step in the approval process requires State Board action on the college’s application to offer the proposed applied baccalaureate degree.

**Motion:** Moved by Jim Bricker and seconded by Larry Brown that the State Board adopt Resolution 14-05-26 approving the Green River Community College Applied Baccalaureate Degree in Marketing and Entrepreneurship.

Motion carried.

**Motion:** Moved by Larry Brown and seconded by Jim Bricker that the State Board adopt Resolution 14-05-27 approving the Green River Community College Applied Baccalaureate Degree in Information Technology: Software Development.

Motion carried.

**Motion:** Moved by Sharon Fairchild and seconded by Shaunta Hyde that the State Board adopt Resolution 14-05-28 approving the Seattle Central College Applied Baccalaureate Degree in Nursing.

Motion carried.
Motion: Moved by Sharon Fairchild and seconded by Shaunta Hyde that the State Board adopt Resolution 14-05-28 approving the Wenatchee Valley College Applied Baccalaureate Degree in Nursing. Motion carried.

Chair Notes
Chair Willis thanked Board member Sharon Fairchild for her dedicated years of services to the Board. Sharon thanked her fellow members and noted that she was honored and privileged to have served so long.

Adjournment/next meeting
There being no further business, the State Board adjourned its regular meeting of May 8, 2014, at 12:55 p.m. The State Board will hold next meeting June 18-19, 2014, at Olympic College.

Attest: ____________________________________________

Elizabeth Willis, Chair

Marty Brown, Secretary