

MEETING MINUTES

Date: 24 October 2025; 9:00 a.m. to 3:00 p.m.

Council: Advising and Counseling Council (ACC) Fall Convening

Location: Columbia Basin College Room SWL 117 + Zoom
Campus Map: <https://www.columbiabasin.edu/live/stay/campus-maps/>
<https://columbiabasin.zoom.us/j/5956861537> | Meeting ID: 595 686 1537

Columbia Basin College Welcome

- Dr. Michael Lee, Vice President of Instruction

Welcome and Introductions

- Leadership Team
- New Members
- Returning Members

DISCUSSION: ConexEd Impact on Campus Advising & Counseling Services

- *Early Adopters Group; (Now called EmpowerED Community of Practice):*
 - Pierce College
 - Spokane Falls Community College
 - Edmonds College
 - Whatcom Community College
 - Bates Technical College
 - Edmonds College
 - A few others...
- Large Group and Small Group Discussions. Themes included:
 - Campuses using Starfish, EAB, Civitas, Watermark, ConexEd, homegrown, etc.
 - Many campuses waiting to see what happens from those on ConexEd.
 - Some campuses not willing to move yet from current system to ConexED.
 - Robust degree planner a must for advising.
 - Mixed expectations around using ConexEd across Advising and Counseling.
 - Discussion about how different tools impact assessment and reporting.
 - Important to consider time for transition considerations and integration.
 - Continued concerns that students will have to log into multiple systems.
 - Question arose about two-way integration living up to expectations.
 - Need to look closer at Advising Structures.



Break (15 minutes)

DISCUSSION:

- Impacts to campus DEI and assessment plans
- Impact to our ACC workplan
- Assess our assessment needs (prep for Winter meeting).
- Ideas proposed:
 - Interest expressed to hear what assessment plans and models are being used.
 - Building Blocks: best practices and lessons learned from assessment and plans.
 - Multiple campuses expressed subgroup on using CAS standards.
 - Equity Work: How to capture student data and talk about it in current climate.
 - Time, frequency, duration of collecting data.
 - Lean into data that already exists – SBCTC, IR offices locally, etc.
 - Interest expressed for past presentations and offerings (e.g. Dr. Dixon series).

Networking Lunch

ACC Business Meeting

Review of and Call to Adopt Spring Minutes

- Reviewed Spring Meeting Minutes
- Vicki Domina motioned to approve the minutes
- Olla Ibrahim seconded the motion.
- Motion passed; minutes approved unanimously.

President-elect Election

- Call for nomination and discussion of those interested in the role.
- Discussion about the role and expectations.
- Vicki Domina nominated: shared interest and contributions to give to the role.
- Members discussed
- Kari Collin motioned to move to a vote; Penda Samba seconded the motion.
- Motion passed; Vicki Domina elected unanimously as President-Elect.



Washington State Community and Technical Colleges

Better Jobs, Brighter Futures, a Stronger Washington

Advising and Counseling Council (ACC)

ACC Business Meeting (con't)

Updates from State Board

- Policy Associate, Christine McMullin's shared policy updates.
 - ACC Fall 2025 – SBCTC Legislative Updates.
 - Other new items at SBCTC/in the system.
 - ConexED – master contract signed.
 - EmpowerEd Cohort (formerly early adopters' group)
 - Advising Summit being planned for Summer 2026
 - Athletic Waiver
 - Data Sharing Agreement with OSPI
 - OER and WA Open ProfTech
 - Low Income Student Housing Study
 - Postsecondary Basic Needs Awareness Week – Nov. 17-21
 - Power Point Slides Attached.

Treasurer's Report

- Account Balance:
 - ACC Treasurer provided updates on account balances and dues collection.
 - Reminders to pay dues, process, and links will be resent via ACC list-serve.
 - See email dated 10/24/25
 - Complete and submit: [ACC's electronic membership form](#)
 - Dues: \$200 (1 representative) or \$400 (2 representatives).
 - Send checks to:
Whatcom Community College
ATTN: Business Office
237 West Kellogg Road
Bellingham, WA 98226
RE: ACC Membership Dues
 - Credit Card payments:
[Whatcom Community College's bookstore \(SKU/Item #: 2001855\)](#)
 - 2 Attachments
 - ACC F25 Treasures Report and Meeting Notes
 - Advising and Counseling Council (ACC) Dues Information 25-26

WSSSC Update

- Pedro Navarrete, Washington State Student Services Commission (WSSSC).

ctcLink workgroup

- No update: group was unable to convene.



Washington State
Community and Technical Colleges

Better Jobs, Brighter Futures, a Stronger Washington

Advising and Counseling Council (ACC)

ACC Business Meeting (con't)

“Models” Survey Data

- Reviewed survey data from ACC on models for Advising and Counseling.
- Will send survey for additional respondents.
- ACC Inventory for Advising and Counseling Models (PDF attached).

Counselor’s Corner

- Reviewed: [WAC 246-809-630](https://www.wac.wa.gov/246-809-630)
- Discussion and observations of student needs and counselor demands.
- Discussion of telehealth and other ways to meet crisis and mental health needs.
- If you hear of grants or ways to supplement funding for counseling, please share.

Early Adopters Workgroup

- [News Article](#)
- ConexEd contacts?
 - Dawn Whidden dawn@conexed.com
 - Abbe Breiter abbe@conexed.com

Wrap-up and looking ahead:

- Winter Meeting: Friday, February 13, 2026; zoom only.
- Spring Meeting: Thursday, April 30, 2026 (full day) and Friday, May 1 (half day).
 - Zoom Option
 - In-Person Option: Cascadia College

Reminders:

- Subscribe or Unsubscribe from Mailing Lists Here: [lists.ctc.edu's Mailing Lists](https://lists.ctc.edu's/Mailing%20Lists)
- [Fall 2025 Student Success & Pathways Navigation newsletter](#) at the [Student Success & Pathways website](#).
- Fall CESC Roundtable has been rescheduled to Monday, December 1, from 2:00 to 3:00 pm. Please [register](#) for a calendar invitation.



ACC FALL 2025 MEETING – SBCTC LEGISLATIVE UPDATES

Friday, October 24, 2025
Christine McMullin, Policy Associate

2025 New Legislation

- [SB 5110](#) – Providing tuition waivers for tribal elders at Washington’s community and technical colleges
- [SB 5355](#) – Improving safety and supporting student survivors of sexual assault (very little applies directly to CTCs)
- [SB 5543](#) – Providing equity in eligibility for college bound scholarship.
- [SSHB 1273](#) – Improving student access to dual credit programs (CTE dual credit pilot expansion)
- [HB 1827](#) – Concerning the effective delivery and administration of basic education to justice-involved students
- [HB 1279](#) – Providing postsecondary education consumer protections

Proposed Legislation (May See Again Next Year)

- [SB 5663](#) – Concerning entirely online course offerings at community and technical colleges
- [HB 1492](#) – Providing early registration for students with dependents
- [HB 1557](#) / [SB 5308](#) – Establishing the WA guaranteed admissions program and requiring student notifications (public baccalaureate)

What else is new at SBCTC/in the system?

- [ConexED](#) – signed master contract, work commencing on initial one-way integration and conversations will be happening on two-way integration
- [EmpowerED Cohort](#) – six colleges (Pierce District, Bates Technical, Edmonds, Whatcom, Spokane Community, Spokane Falls)
- [Advising Summit](#) – statewide advising conference being planned for late spring or summer 2026
- [Athletic Waiver](#) – updates to the configuration have happened to help facilitate the waiver being applied to those who meet the eligibility criteria, manual override still allowable
- [Data Sharing Agreement with OSPI](#) – (SB 5593, 2023) data has been shared for this year, does not currently include student grade level though this on the wish list
- [OER and Washington Open ProfTech](#) – largely driven by student voice to reduce cost of textbooks
- [Low Income Student Housing Study](#) – Comprehensive overview of housing options on and near campuses
- [Postsecondary Basic Needs Awareness Week](#) – November 17-21

Advising and Counseling Council
 Treasurer's Report
 Fall 2025 (October 24, 2025)

I. Account Activity and Balance Summary

Quarter	Revenue (Member Dues)	Expenses	Balance
Fall 2025	\$3,000	\$363.44	\$14,583.48 (Projected)
Quarter	Revenue (Member Dues)	Expenses	Balance
Fall 2024	\$0	\$0	\$8,339.30 (2023-24 Rollover)
Winter 2025	\$0	\$0	\$8,339.30
Spring 2025 (to 6/30/25)	\$5,200	\$1,592.38	\$11,946.92
End-of-Year Totals	\$5,200	\$1,592.38	\$11,946.92

II. Dues

- a. Membership form, online payment, and check options are open.
- b. Dues are coming in, mainly by credit card payments. Thank you!
- c. ACC pays 7% processing fees for credit card payments.
- d. Colleges with paid dues and membership forms (credit card and direct transfer):
 - Clark College (2 representatives)
 - Clover Park Technical College (1 representative)
 - Skagit Valley College (2 representatives)
 - Big Bend Community College (2 representatives)
 - Green River College (2 representatives)
 - Pierce College at JBLM (1 representative)
 - Yakima Valley College (1 representative)
 - Whatcom Community College (1 representative for 24-25 and 1 representative for 25-26)
- e. Colleges with paid dues, need membership form

Advising and Counseling Council (ACC)
Membership Dues Information
2025-2026

Welcome to the Advising and Counseling Council (ACC)! We appreciate your participation this year. Per the [ACC Constitution](#), institutions may have 1-2 representatives to participate in the ACC business meetings. Membership dues are required in the amount of \$200 per representative. Membership dues fund high-quality professional development for advising and counseling staff from across the system and refreshments during in-person/hybrid business meetings.

Membership Form

Please complete and submit [ACC's electronic membership form](#) to designate your institution's 2025-2026 representative(s) and indicate your chosen method of payment for membership dues.

Membership Dues Payments

Institutions can pay for memberships in the amount of \$200 (1 representative) or \$400 (2 representatives) by check or credit card.

Send checks to:

Whatcom Community College
ATTN: Business Office
237 West Kellogg Road
Bellingham, WA 98226
RE: ACC Membership Dues

Make credit card payments via [Whatcom Community College's bookstore \(SKU/Item #: 2001855\)](#). Carefully follow the instructions provided, including selecting the correct payment options ("checkout as guest"), shipping method ("pick up at store," *not* "Fed Ex Shipping"), and recording your college and representative(s) names in the textbox. ACC will fund credit card processing fees.

If you have any questions or concerns about ACC dues or payments, please contact:

Tawny Townsend, ACC Treasurer
Director of Academic Advising and Career Services
Whatcom Community College
(360) 383-3137
ttownsend@whatcom.edu

Responses Overview Active

Responses

8 

Average Time

25:06 

Duration

256 Days 

1. How are your advisors classified on your campus?

● Classified	1
● Exempt	3
● Administrator OT Exempt	0
● Administrator OT Eligible	0
● Faculty	3
● Other	1



2. What do you call your advisors? For example: Faculty Entry Advisors, Faculty Program Advisors, Faculty Counselors...

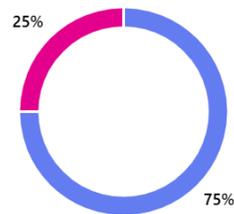
8
Responses

Latest Responses

"Student Success Advisors (student services), Faculty Advisors (instruction)"
 "Our general team/dept. of "advisors" are "Academic Advisors" - however, we do ... "
 "Career Pathway Advisors"
 ...

3. What is the minimum educational requirement for your advisors?

● Bachelors	6
● Masters	2
● Other	0



4. What is the average pay of advisors on your campus? If it's easier, enter a pay range.

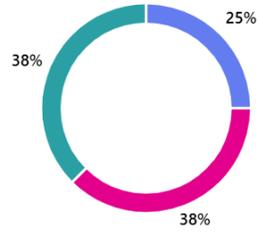
8
Responses

Latest Responses

"\$75-85,000"
 "approximately in the 55-60K range"
 "\$53,600 - \$70,200"
 ...

5. Does your college have mandatory advising?

- Yes 2
- No 3
- Other 3



6. Do you use advising holds for your advisees? If so, state in "other" the threshold of credits (e.g., up to 30 credits).

- Yes 0
- No 5
- Other 3



7. Does your college assign students to advisors?

- Yes 8
- No 0
- Other 0



8. If yes/other, how are students assigned to advisors (e.g., area of study, alpha split, etc.)?

7 Responses

Latest Responses

- "by special population and areas of study"
- "we assign in batch via ctcLink by program/plan, and each academic advisor is assi..."
- "Students are assigned to faculty and Career Pathway advisors based on their path..."
- ...

9. What is the average caseload of your advisors?

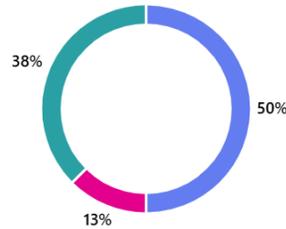
8
Responses

Latest Responses

"275 student success advisors 25 faculty advisors"
"by number in the advising department, about 700 - however we are still working ... "
"Over 200 with a max of 300"
...

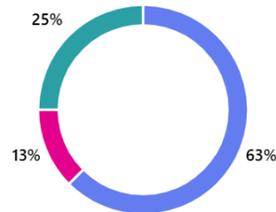
10. Does your college have mandatory new student orientation?

- Yes 4
- No 1
- Other 3



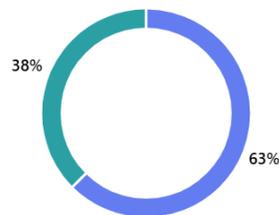
11. Does your college have guided self-placement for new students?

- Yes 5
- No 1
- Other 2



12. Does your college offer advising in groups or only 1:1?

- Yes 5
- No 0
- Other 3

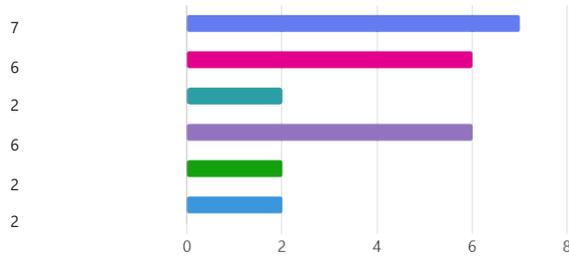


13. Do you have advisors for different parts of the student's lifecycle, e.g., entry advisors, retention advisors, etc.?



14. Where does advising take place?

- Centralized advising center within student services
- Faculty offices in instruction
- In the classroom
- In other spaces like TRIIO, International, Workforce, Umoja offices?
- Some combination (state in other below)
- Other



15. What is your advising model for your campus? Feel free to add a link. If you have a document that explains your model, please email it directly to bbaranowski@pencol.edu.

7 Responses

Latest Responses

- "Integrated and Collectivist Model of Advising. Includes 1) warm handoff from stu..."
- "Hybrid advising model. We have ten advisors within the Academic advising depar..."
- "Here is our Essential Practices of Advising: <https://docs.google.com/document/d/...>"
- ...

16. How are your career and transfer services integrated with advising or counseling on your campus?

8 Responses

Latest Responses

- "We have a Director of Career, Transfer, and Retention. It's a singular, exempt posit..."
- "The advising department covers all points in a student's journey, so our team will ..."
- "Career exploration is part of a student's onboarding experience and a topic of dis..."
- ...

17. What is the title of counselors on your campus?

8 Responses

Latest Responses

- "Faculty counselors; mental health and academic counselors"
- "Counselors"
- "Mental Health Counselor"
- ...

18. What are your counselors' roles on campus (e.g., advising, academic, MH counseling, etc.)?

8
Responses

Latest Responses

"primarily mental health, some academic counseling, no advising"
"personal counseling, career counseling, and student-success counseling"
"One of our Mental Health counselor is also a SUDS advisor."

...

19. How many of your counselors are licensed mental health professionals out of your total number of counselors? Please give a ratio (e.g., 2/3).

8
Responses

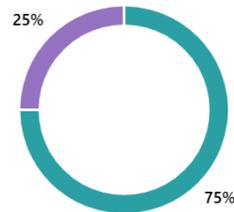
Latest Responses

"3/3"
"I know we have at least three licensed, with multiple interns in the field, as well. (n..."
"uncertain"

...

20. How are your counselors classified on your campus?

● Classified	0
● Exempt	0
● Faculty	6
● Other	2



21. What is the average pay of counselors on your campus? If it's easier, enter a pay range.

8
Responses

Latest Responses

"\$80,000"
"unknown"
"Uncertain"

...

22. What is your counseling model for your campus? Feel free to add a link. If you have a document that explains your model, please email it directly to bbaranowski@pencol.edu.

5
Responses

Latest Responses

"Peninsula College cares about your health and wellbeing. Academic and mental h..."
"Counseling on our campus is very much personal in nature - students are informe..."

...

23. Any comments, questions, or explanations to any of your answers above?

2
Responses

Latest Responses
"n/a"
...