

## Business Affairs Commission Meeting Minutes

February 22 and 23, 2018

SBCTC Offices

### Day 1: Thursday, February 22, 2018 (Note: times are approximate)

10:00 -10:15 a.m.	Check In
10:15 – 10:30 a.m.	BAC Welcome, Introductions, and Housekeeping Items– Choi Halladay
Chair Choi Halladay opened the meeting. Group introductions.	
10:30 – 11:45 a.m.	System update from Attorney General - Dave Stoller
<ol style="list-style-type: none"> <li>1. IT contracts are becoming more and more problematic for attorneys               <ol style="list-style-type: none"> <li>a. Due to programmatic requirements contracts get rushed through with serious issues.</li> <li>b. Statements of work are not understandable. Contracts should be easy to read and understand for a reasonable person.</li> <li>c. IT subject matter experts should be in the loop for these type of contracts.</li> <li>d. For example: accessibility, cloud storage (where, security, public records request), can you get your sensitive information back. Advance payments also an issue. No warranties that their product is going to do what they promise. Maxient is a suitable example.</li> </ol> </li> <li>2. Other issues: S&amp;A Expenditures, and financing contract (buying property using financing.)               <ol style="list-style-type: none"> <li>a. Time for another update.</li> <li>b. AAG talked to student programming groups and will be reviewing the Killian guidelines.</li> <li>c. Be aware of a financing contracts and when to use them.</li> </ol> </li> <li>3. Discussions about Free Speech.               <ol style="list-style-type: none"> <li>a. U of W case confirmed that schools can't restrict free speed with different tactics (e.g., charging \$17,000 for security for an event).</li> <li>b. Restricting students to specific free speech zones is an issue.</li> <li>c. Set aside neutral areas for posting flyers, and for free speech.</li> <li>d. Limits can be used if they are content neutral and reasonable.</li> <li>e. You may require reasonable notice for a demonstration or free speech to make sure your school is ready.</li> <li>f. Eastern Washington University has a new policy that is very good</li> </ol> </li> </ol>	
11:45 a a.m. – 12:15 p.m.	Lunch and Networking
12:15 – 2:15 p.m.	BAC Academy
Alternative Capital Project Procurement · Tyrone Brooks – BAC Capital Budget Committee Chair · Bill Kent – Project Development Executive, Mortenson Construction. <p style="text-align: center;">- PowerPoint presentations to be distributed by Tyrone Brooks</p>	
2:15 – 2:30 p.m.	Break/Transition Time
2:30 – 4:00 p.m.	Committee Meetings
Committees on Operating Budget, Information Technology, Safety and Security, Operations and Capital met.	
4:00pm – 5:00 p.m.	Executive Committee Meeting
Executive Committee met prior to the BAC dinner.	

**Day 2: Friday, February 23, 2018**

7:45 – 8:15 a.m.	Breakfast
8:15 – 8:20 a.m.	Call to Order and Introductions – Choi Halladay
<p>Call to Order – Choi Halladay</p> <ul style="list-style-type: none"> <li>- December 2017 Meeting Minutes approved unanimously</li> <li>- Treasurer’s Report – Ed Jaramillo. Current balance \$9,071.51. Money to be transferred to Skagit Valley College agency account. Report accepted by membership.</li> </ul>	
8:20 – 9:00 a.m.	<p>Welcome to SBCTC – John Boesenberg</p> <p>WACTC Report – John Boesenberg</p> <p>State Board Report – John Boesenberg</p>
<p>Welcome from John Boesenberg. Presentation at WACTC was focused on enrollment, and the return on investment from guided pathways and enrollment.</p> <p>WACTC critical issues committee doing academies in diversity and inclusion</p> <p>OCIO still involved in ctcLink remediation and making sure that funding is approved after each decision point.</p> <p>The political climate still very active and erratic with a lot of bills that normally wouldn’t make it through the process, making it. Record number of bills in the system, and record number of fiscal call to SBCTC.</p> <p>Collective bargaining bill HB1237. It looks like it well get done, so now we need to prepare to extend bargaining. It also requires that the negotiations be completed and presented to OFM by 1 October of the year before implementation.</p> <p>2659 Strikes part-time employees from the exception of civil service rules. This bill will have major effects on the nature of employment</p> <p>Another bill third party contracts</p> <p>Presidents were concerned about responses to several surveys that came from SBCTC. Very few responses.</p>	
9:00 – 11:00 a.m.	Committee, Workgroup, and Liaison Reports
<p><b>Operating Budget – Al Brown and Cherie Berthon</b></p> <ul style="list-style-type: none"> <li>- Non-resident tuition policy information to WACTC</li> <li>- Increases in operating costs compared to State allocations, Cherie put a chart together to show these differences. Cherie will share the spreadsheet with BAC members.</li> <li>- Some concern about unspent state allocation dollars at the end of each year.</li> <li>- Cash balance breakdown pie chart for the average college was presented</li> </ul> <p><b>Operations – Davina Fogg and John Ginther</b></p> <ul style="list-style-type: none"> <li>- Committee is working on WACTC charge for analysis of revenue and deposits <ul style="list-style-type: none"> <li>o Vote to approve SBCTC staff accessing tuition distribution table to verify accuracy – membership approved</li> <li>o Also need a report back to WACTC for training and resolution</li> </ul> </li> <li>- Vote to confirm that Hyperion should be scrapped with no further investment</li> </ul>	

- Membership approved to move forward scrapping Hyperion but membership also want to pursue a budget planning option with ctcLink
- Investigatory committee for options to Hyperion
  - Eduardo Rodriguez and Nick Lutes volunteered to be in this committee
- Vote to confirm that BAC still approves pursuing an RFP to acquire a Physical Inventory Software System
  - Membership confirmed

**10:00 – 1015 a.m. - Break**

**Information Technology – Stuart Trippel/SBCTC IT Staff**

- Executive sponsor summit in March
- ctcLink schedule and next steps. They are now called deployments
- Chart of accounts team needed. Team to redesign taking advantage of the PeopleSoft functionality. Membership approves.
- IT reclassification effort at OFM and preliminary allocations will be out soon (as per John Roesenberg). Concerns about funding, compression, and inversion issues.

**Safety and Security – Pat Sisneros/Laura McDowell**

- Bill 6119 – Authorize CTCs to start a police force on each campus. Bill didn’t make it but it may be the start of a movement in that direction. We should be thinking about what it would look like.
- The Safety and Security Toolkit tab in the SBCTC Site was presented.

**Capital – Tyrone Brooks and Wayne Doty**

- **House and Senate Budgets provided in handout**
- Group meeting concerning issues with infrastructure and identifying to get to replacement and fixing.
- BAC Cap 5 – Traction with how do we change major criteria to move toward closing the achievement gap.

11:00am –11:15 a.m.	Task Force and Work Group Reports
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|  | <ul style="list-style-type: none"> <li>□ Data Governance – Linda Schoonmaker &amp; Davina Fogg           <ul style="list-style-type: none"> <li>○ Not much to report and not many participants in the last meeting.</li> </ul> </li> <li>□ CTC Leadership Development Association – Nate Langstraat           <ul style="list-style-type: none"> <li>○ No report</li> </ul> </li> <li>□ CATO Workgroup – Terence Hsiao           <ul style="list-style-type: none"> <li>- Accessibility issues being brought up to all other commissions</li> <li>- Accessibility 101. Online class that gives you a sense of some of the basics of setting accessible documents and</li> </ul> </li> <li>□ Bias Response Team Best Practices – Bob Williamson           <ul style="list-style-type: none"> <li>- Creating definitions on BIAS incidents, sample policies and procedures, sample of response message, recommendations regarding training and will be ready to go to WACTC in May</li> </ul> </li> <li>□ PT Faculty Best Practices – Steve Ward &amp; Nolan Wheeler           <ul style="list-style-type: none"> <li>- No meeting</li> </ul> </li> <li>□ Local Reserve Task Force – Nick/Theresa/Al/Nate/Chad           <ul style="list-style-type: none"> <li>- Haven’t met, but some discussions have occurred regarding templates, reporting forms, and other issues.</li> </ul> </li> </ul> |
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11:15 a.m.	BAC Executive Session Round Table
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BAC meeting adjourned at noon. Next meeting at Columbia Basin College – 5-6 April 2018