

SPRING 2025 MEETING MINUTES

At Clark College

DAY 1 - Thursday, October 16, 2025

Call to Order -

Welcome from Clark College -

CEC Business

- **Welcome from Mark Wahlers, VP of Student Affairs**
- **Introductions.**
- **Approval of CEC Spring 2025 Minutes**
 - Motion: Tasi-En Second: Olga
 - Motion Carried!
- **CEC Treasurer's Report – Liz for Rachel**
 - RE: Membership dues, folks would like to be automatically invoiced

Revenue	\$4917.25
Expenses	\$TBD
Balance	\$TBD
- **Approval of Finances**
- **Reports**
 - **IC – Heidi Ypma** – *See attached report for details*
 - Goal was to establish some new councils: Dual Credit Council
 - Summer meeting focused on Dept. of Justice memo which impacted DEI programs at different colleges, how it was impacting the colleges and how to address
 - RSI – Dept of Education requires academic student engagement for financial aid.
 - **WEC Update-** Non-Credit to Credit was a hot topic, and WEC will meet next week.
 - **SBCTC Carolyn McKinnon** – See PowerPoint on the CEC Canvas page for detail
 - New ED, Nate Humphrey started AUG25, has a history at SBCTC and Workforce Education, and scope.
 - **Non-Credit to Credit Taskforce** – Establishing guiding questions, adopting a charter and developing scope and goals.
 - **Formalizing Non-Credit Offerings:** Recognizing non-credit education and credentials as integral contributors to workforce education throughout the system.
 - **Pathways to Attainment:** Developing systemwide strategies and shared practices in bridging non-credit on pathways of higher attainment.
 - **Workforce Pell Grants:** may provide exciting opportunities for students to quickly gain skills that lead to in-demand jobs. There is a long list of qualifications. See report for more.

- **JSP** – Funded at \$7.7M/year with \$12M in asks, ranging \$150K-600K. FY26 Applications go live in early March?
- **Customized Training Program** – Accepting applications, current waitlist of 2 projects- \$10-\$50K
- **Micro-Pathways Fellowship, Education Design Lab** – see report for more.
- **Labor Market Information User Insights Academy** – a partnership with WA ESD and SBCTC to understand colleges’ data needs and improve ease of access and use of labor market info. (Camilla and Olga are our representatives from CEC) Survey coming out next week.

Keynote Speaker

Thriving, Not Surviving: Tools to Prevent Burnout, Dr. Ona Aliaj-Parker

Supporting materials found on the Cavas site.

Six Key Drivers of Burnout

1. Unreasonable workload
2. Lack of autonomy or control
3. Lack of recognition or reward
4. Isolation or poor team dynamics
5. Unfairness or unclear expectations
6. Misalignment with values or purpose.

Key Behaviors of Resilient Leaders (intentional and flexible)

- **Model Boundaries** – Set healthy limits, log-off, take breaks, say no
- **Respond, don’t react** – Slow the pace when stress is high, be intentional under pressure
- **Talk about Capacity** – normalize conversations about workload, focus and energy
- **Normalize Recovery** – Make it ok to reset, rest, and come back, for you and your team
- **Stay Present** – Be available. Don’t vanish when things get hard; check-in, listen and notice.

Conversation Starters to Check In

- How is everything feeling for you lately?
- Is anything starting to feel like too much?
- Let’s look at what’s on your plate.
- It’s OK to flag when something’s off.
- What would help take the edge off right now?

“Nothing is softer or more flexible than water, yet nothing can resist it.” – Lao Tzu

LEAD LIKE WATER!

Break for Lunch

Accessibility Presentation

Tre Sandlin, Instructional Accessibility Specialist from Clark College

Supporting materials found on the Canvas site.

Tre Sandlin's email and trainings are available

OBJECTIVES OF PRESENTATION

- Identify the timeline for compliance
- Learn the differences between Web Content Accessibility Guidelines or WCAG's 2.0 and 2.1 versions
- Overview of crucial accessibility principles
- Discuss strategies for tackling this work like working in collaboration across and within departments
- Recognize items that are exempt from this compliance.

WHO THIS APPLIES TO

- Faculty
- Instructional designers
- Academic technology/Library staff
- Web developers
- Communications and marketing
- Staff who create promotional content
- Staff who create forms for student/public use
- Security/facilities staff who post public notices.

Group Discussions

POOLING:

- **SPSCC**-Kraken Studios: Media Creation courses, all online (Jessica Sanders) and \$10 Sessions in specialized topics.
- Importance of establishing the IAA before entering into a pooling. Example of an IAA can be found on Canvas.
- **Bellevue & Skagit** Pooling on language classes (Lisa Corcoran) Online culinary course where the instructor is pooling, but that instructor has to be a contractor and not an employee.
- **Canvas** – hosts a spreadsheet of available pooled classes at different classes.
- **Peninsula College** – grant writing, online, specializes in social mission revenue development specifically for nonprofits.

PROFESSIONAL DEVELOPMENT:

- **Peninsula College** – Business Leadership Academy partnership with local Chambers: networking and individual leadership skills.
- **Clark College** – Professional Development offerings specifically for businesses, and it also gives businesses a taste of what customized training looks like.
- **Clark College** – Ed2Go Vet Clinic Assistant Internship

- **Skagit** – Marine survey program – 9-week program full time in Anacortes

PERSONAL ENRICHMENT:

- **BTC**-Used information from advisory committees to develop workshops that address needs identified from those meetings.
- **Bellevue College** – group piano lessons in the summer, now has waiting lists for two sections. Taught on keyboards for adults.
- **Peninsula College** – offering Belly Dancing
- **Green River College** – Adult Family Home, preparation to take the test through DSHS. Online!

CONTRACT TRAINING:

- **Seattle Colleges** – CORE 3 and CORE 4 training, was asked by DSHS to offer CORE 2.
- Questions around hourly pay rates for contract training.

JSP CONTRACT TRAINING:

- **SBCTC**: as you look forward to next year's applications, two questions...
 - How is the outlook? ----STRONG
 - Is Impact Washington bringing business to you? -----NOT GREAT
- **Seattle Colleges**: Women's Leadership Consortium
- General complaints on Impact WA false advertising about JSPs making colleges look bad.
- Ensuring that companies understand the JSP process clearly!

ADJOURN

Adjourned for the day at 5:10 pm

DAY 2 - Friday, October 17, 2025

Call to Order – 9:01 am

- Thanked our hosts at Clark College
- Tsai-En demonstrated Canvas access and where to find pooling classes
- We'll send out a reminder prior to our Spring Quarter to update Pooled Opportunities

Accessibility Follow Up

- **Clark College:** Accessibility Template for instructors, will share on Canvas
- **Peninsula College:** suggestion to include approved 3rd party's curriculum
- **Big Bend:** What about Evergreen Safety Council
- **SPSCC:** Jessica suggests “just start somewhere!” Plan your work, work your plan. Working with new instructors to set the expectations. Offer 1-hour a month to offer Zoom check in
- **Tacoma:** Olga suggested a monthly accessibility check in to help align and coordinate as a system
- **SBCTC:** Library of accessibility courses in Canvas through SBCTC, micro courses, small bites of material. For a list of learning opportunities, click on [Accessibility Events!](#)
- How do we pay for CE instructors to ensure accessibility? Stipends?
- **SPSCC:** Include accessibility in your Instructor Handbook. OCR wants to know that there is PROGRESS toward Accessibility being implemented.
- **Big Bend:** Asking for help from the Accessibility coordinator.
- **BTC:** Apprenticeship curriculum needs to be accessible.
- Contract language on accessibility for contractors.

Challenges & Supports

- **North Seattle College:** offers free Medicare classes, offered by the office of insurance commissioners, and the teacher is not paid. Once a quarter of classes. \$650 per class. Spanish option and open enrollment. We could do pooled enrollment.
- **Edmonds:** Vernon has three open positions to support the Center for Professional Education!
 - Manager of Professional Education and Strategic Operations
 - Manager of Corporate and Entrepreneurial Services (training and development)
 - Administrative Assistant III to support the other two.
- **Clark College:** Hired a social media manager for the department and it's made a HUGE difference. Discussion on budgets for mailers and eNewsletters (MailChimp, Constant Contact). Marketing needs to be ~10% of your budget.
- Shared out best practices on marketing efforts.

What's Hot, What's Not?

- **HOT:** Mushroom Based Festival at Olympic College, partnered with local clubs.
- **HOT:** Clark College has 1:1 coaching, paid rate/hour. Offering 3- or 5-hour coaching.
- **HOT:** DC Electric theory training at Olympic, contract training and open enrollment in the same space. Now they have a grant to move it to a 4 credit class.
- **NOT:** needing social media support at Olympic (OC Continuing Ed), needs followers. Clark uses LinkedIn.
- **NOT:** Ed2go, sent a marketing email that linked to non approved classes.

- **HOT:** Combining ELL and basic computer classes, seems to be going well.
- **NOT:** Black Rocket, online STEAM summer youth camp. Many challenges and barriers.
- **HOT:** Spokane Colleges transitioned summer camp program to a career camp focus. Emphasis on exposing youth to electronics, manufacturing and public works. 12 students, \$50 a week, lunch provided. Incredible experience for families! *

**This topic could be a professional development topic for CEC.*

Success Highlights

- **Olympic College:** shout out to the CE team (Joelle and Joseph) massive increase in registrations
- **Tacoma:** Shout out to Janice and the heavy lift (including Swing Dance class)
- **Clark College:** shout out to their team. After four years, they pulled out of \$500K, and they're on track for bringing in \$1M this year!!
- **GRC:** Stacy Morrison, holding it all together through massive changes.
- **Tsai-En:** Shout out to Green River's and branch campuses, great to see both campuses showing up to CEC.
- **Liz:** Acknowledging Tsai-En's efforts and still sticking with us through her change. Also shouting out Camilla in her role of VP and taking a HUGE JPS with Seattle Colleges.
- **Camilla:** shout out to the PD team who have taken on helping CEC learn more!

Good of the Order, Adjourn– Liz Strongman, President

- Winter is online – Feb 19-20
- Spring host is needed. Dates are May 14-15
- Adjourned at 12:00 pm