

FAC Business Meeting – Win'23– Friday, January 20, 2023
In-Person: Green River College and via Zoom

Attendees: Teresa Robinson-Duane, Alexandra Bailey, Brian Isbell, Jessica Harris, Tawnya Lea, Joshua Holloway, Tammy Zibell, Beth Hawes, Melanie Ruiz, James Flowers, Ashley Clark, Karina Sanchez, Crystal Bagby, Joshua Temple, Deann Holliday, Jessica Perez, Erin West, Lorena Saucedo, Travis McCullough, Jessica Vigil, Manjula Deo, Tami Jacobs, Chris Bouchard, Megan Newsted, Lisa Fortson, Cassandra Fry, Amy Ybarra, Victoria Hill, Yokiko Hayashi-Saguil, Oscar Verduzco, Celva Boon, Rahel Weldu, Paul Lee, Karl Smith, Christine Taylor, Kimberly Uphold, Shailene Gronemyer, Alicia Mallahan, Chantel Fields, Ben Beus

9:50am- Meeting called to order by Alexandra Bailey

Reports:

- Fall'22 Meeting Minutes by Tawnya Lea
Tammy Zibell moved to accept; seconded by Teresa Robinson-Duane; approved
- Treasurer's Report by Erin West
Beginning balance \$7,288.44 (\$3,000 in reserves \$4,288.44 available balance)
No new expenditures
Tammy Zibell moved to accept; seconded by Melanie Ruiz; approved
- FAST Committee Report by Joshua Temple
Currently working with SBCTC on clarifying enhancement requests for SAP. The committee is aware that mass packaging is an issue, will continue to work on the issues with SBCTC and plans on taking a different approach than what was taken with SAP. FAST plans on giving prioritized list to SBCTC rather than giving them entire list and allowing them to prioritize areas for improvement. FAST is going to take lead on offer letter and will work with SBCTC to create template. Will be inviting WSAC (Becky Thompson) to future meetings with SBCTC/FAST where state aid and state SAP are discussed.
- ARC Committee Report by Melanie Ruiz
Recommends FAC members to subscribe to ARC listserv. Staffing continues to be a topic of discussion at ARC. SBCTC is continuing to work on enhancements; looking for ways to prevent/reduce duplicate IDs. Fraudulent student workgroup has been suggested and there is a query on the way to identify students who have been flagged as possible fraudulent accounts. Would like to have a joint meeting between FAC and ARC in the Spring.

Old Business:

- Work Plan Updates
 - Tammy Zibell discussed the training plan Spokane is working on implementing. Statewide goal to promote Program Specialists 2s; compiling data from each college to show staffing levels compared to FTEs to help support push for reclassification. Beth Hawes shared information on the weekly statistical data she compiles to share with her campus to show the work GRCC staff have been doing, which has helped them create new positions.
 - Tammy Zibell will update work plan with changes from last meeting and share with members.

New Business:

- President-Elect Election:
 - Teresa Duane-Robinson nominated Deann Holliday for President Elect 2022-2023; Chantel Fields seconded. Approved.
- FAC Membership Dues:

Discussed implementing FAC membership dues to cover costs of professional development at meetings. Would like to mirror other council's structures, suggested \$200 annual membership due per college for 2 attendees.

Teresa Duane-Robinson moved to implement annual membership dues to include 2 members per college beginning 2023-2024 fiscal year; Tammy Zibell seconded. Approved.

Teresa Duane-Robinson moved to charge \$250 annual FAC membership dues per college to include 2 members, will reevaluate end of the fiscal year; Alicia Mallahan seconded. Approved.
- Treasurer access to bank account:
 - Teresa Duane-Robinson is meeting with former FAC President Brianne Sanchez to get access to bank account; will then get Treasurer Erin West added to account prior to Spring'23 FAC meeting.
- WSAC State Workgroup
 - Group discussed new state aid SAP policy regarding maximum timeframe and maximum quarters of eligibility. Maximum quarters are legislatively tied; there is a legislative session coming up in the future to discuss changing this to better align with federal SAP. Members would like continued discussion among FAC members and possible data collection to present to WSAC.
- Workgroup membership
 - Discussed filling open liaison positions by calling for volunteers, nominations, or current FAC President/President-Elect. Current WSAC legislative workgroup includes Tammy Zibell, Kim Uphold, and Brianne Sanchez. It was suggested that a call for volunteers be sent out with a deadline to respond. If number of volunteers exceed open positions, then representation would be voted on by all FAC members. Jessica Harris moved to amend bylaws; Deann Holliday seconded; Approved
 - FAC President will be main point of contact for any legislative workgroup and will represent the group as a whole. If testimony is needed, FAC President will reach out for input.
- Spring'23 Meeting
 - Dates TBD: April 26-28th possible dates along with April 19-21 to align with ARC; Spokane volunteered to host
- Director Update
 - Verified past/current list of Directors for all member colleges. Updated list will be shared.

10:43am – Melanie Ruiz moved to adjourn; seconded by Alexandra Bailey; adjourned.