



WASHINGTON ASSOCIATION OF COMMUNITY  
AND TECHNICAL COLLEGES

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BOARD OF PRESIDENTS

**BUSINESS MEETING MINUTES**

**December 2, 2016**  
**Olympic College**

**Members Present**

Ron Langrell, Bates  
Terry Leas, Big Bend  
Eric Murray, Cascadia  
Bob Mohrbacher, Centralia  
Bob Knight, Clark  
Joyce Loveday, Clover Park  
Rich Cummins, Columbia Basin  
Jean Hernandez, Edmonds  
David Beyer, Everett  
Jim Minkler, Grays Harbor  
Scott Morgan, Green River  
Amy Morrison Goings, Lake Washington  
Warren Brown, North Seattle  
David Mitchell, Olympic  
Luke Robins, Peninsula  
Michele Johnson, Pierce College  
Marty Cavalluzzi, Pierce Puyallup  
Kevin McCarthy, Renton  
Sheila Edwards Lange, Seattle Central  
Shouan Pan, Seattle Colleges  
Cheryl Roberts, Shoreline  
Tom Keegan, Skagit Valley  
Gary Oertli, South Seattle  
Tim Stokes, South Puget Sound  
Ryan Carstens, Spokane  
Kathi Hiyane-Brown, Whatcom  
Linda Kaminski, Yakima Valley

**Substitutes**

Albert Lewis for Jill Wakefield, Bellevue  
Frank Powers for Kim Perry, Bellingham  
Davina Fogg for Derek Brandes, Walla Walla

**Members Absent**

Jack Bermingham, Highline  
Chris Bailey, Lower Columbia  
Denise Yochum, Pierce Fort Steilacoom  
Christine Johnson, CCS of Spokane  
Janet Gullickson, Spokane Falls  
Sheila Ruhland, Tacoma  
Jim Richardson, Wenatchee Valley

**Ex-Officio Members — SBCTC**

Marty Brown, executive director, SBCTC  
John Boesenberg, deputy executive director, BO  
Jan Yoshiwara, deputy executive director, Education

**Guests and SBCTC Staff**

Elizabeth Chen, SBCTC member  
Jon Lane, ACT president  
Laura Brogden, WELA, Peninsula  
Jennifer Glasier, WELA, Olympic  
Jim Howe, FACTC, Lake Washington  
Cherie Berthon, SBCTC  
Dennis Colgan, SBCTC  
Nancy Dick, SBCTC  
Wayne Doty, SBCTC  
Joyce Hammer, SBCTC  
Arlen Harris, SBCTC  
Joe Holliday, SBCTC  
Jon Kerr, SBCTC  
Laura McDowell, SBCTC  
Kim Tanaka, SBCTC  
Julie Walter, SBCTC

## Call to Order and Welcome

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Gary Oertli, WACTC president, called the meeting to order at 8 a.m., welcomed those present, thanked David Mitchell and Olympic College staff for hosting the meeting, and asked for self-introductions.

## Approval of Minutes

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**MOTION:**     *It was moved and seconded that WACTC approve the Oct. 21, 2016 minutes without corrections.*

**MOTION PASSED.**

## Treasurer's Report

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Gary Oertli presented the treasurer's report with an ending balance of \$66,280.70 as of Nov. 29, 2016.

## Executive Committee Report – Gary Oertli, WACTC president

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- DREAMer Students

A letter, signed by chancellors, presidents, and State Board members, will be sent to President-elect Trump urging him to preserve the Deferred Action for Childhood Arrivals (DACA) program.

The information provided by the Attorney General's office on sanctuary campuses was also discussed.

## Capital Budget Committee Report – Terry Leas, chair

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- 2019-21 capital budget development

During the previous day's Presidents Academy, the capital scoring criteria task force's recommendations for improving the major project scoring criteria for 2019-2021 capital request and pipeline selection projects were discussed in detail.

**MOTION:**     *It was moved and seconded that WACTC recommend the State Board adopt the 2019-2021 capital budget scoring criteria, as recommended by the task force, and that every project scoring at least 70 points using this criteria be added to the pipeline.*

**MOTION PASSED.**

## Technology Committee Report – Luke Robins, chair

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The Gartner Consulting's independent validation and verification assessment of the ctclink project was released on Nov. 21, 2016.

### Assessment's objectives:

- Validate whether the implementation for FirstLink colleges has met SBCTC goals and if Wave 1 could go live.
- Review the schedule for subsequent waves.
- Identify lessons learned and determine if those lessons were being implemented.

### Findings:

- ctclink is a very complex project from geographic, organizational and policy perspectives.
- The base strategy was reasonable and everyone involved has worked extraordinarily hard to make implementation a success.
- Despite these efforts, implementation is incomplete and business at the FirstLink colleges continues to be disrupted. A great deal of additional work is needed to fix these issues.
- The key challenges are: additional improvements to governance, project management, system configuration, resource estimates, and security.

### Major recommendations:

- Establish a clear governance process and improved project controls.
- Leverage the original requirements to develop a comprehensive list of gaps at the FirstLink colleges and remediate those gaps.
- Validate business requirements and remediate all function gaps.
- Flesh out project plans around training, testing, support, go-live procedures and benefits and then move forward implementing the next waves.

A recommended timeline was also provided. The timeline allows for teams to continue fixing problems at the FirstLink colleges and helping Wave 1 colleges for go-live. The timeline recommends from December 2016 through April 2017, a stronger project foundation is established, issues at the FirstLink colleges are fixed, and an overall remediation plan is developed. In the short-term, project plans should be updated and, beginning in March 2017, the remediation plan is implemented.

Wave 1 colleges are being asked for the best time to go-live given timelines to fix, test and train. There may be a good time in late spring or after fall enrollment.

**MOTION:** *It was moved and seconded that WACTC authorize the WACTC Technology Committee (WACTC-Tech) to assume an interim role as the governance body for ctclink with Marty Brown serving as the project sponsor. WACTC-Tech will work through December 2016 to draft an ongoing governance structure and will identify short range policy/governance issues that need immediate attention to move remediation efforts forward. WACTC-Tech will present governance model and short-term strategies to WACTC during the January 2017 WACTC meeting. The ctclink Steering Committee will act as an advisory body to WACTC-Tech in the interim.*

**MOTION PASSED.**

## **Legislative & Public Information Committee Report – Amy Morrison Goings, chair**

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- System advocacy and legislative outreach
  - Op-ed
  - Legislative visits
  - WACTC legislative update calls: Fridays, 2 p.m. to 3 p.m., beginning Jan. 6, 2017
  - Upcoming events
    - Student Legislative Advocacy Day: Jan. 26, 2017
    - SBCTC Legislative Open House: Feb. 28, 2017
    - College Promise Collation: Feb. 2, 2017
    - Town Hall Meetings: March 11, 2017
  - Messaging materials
    - One-pagers
      - Legislative agenda
      - Operating budget request
      - Capital budget request
    - Field Guide
    - College-specific budget information

## **Operating Budget Committee Report – Ron Langrell, vice chair**

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- Maximizing state enrollments

The committee formed a workgroup to look into options to address the system’s anticipated state funded enrollment shortfall. The workgroup looked at current enrollment statues and policies and potential sources of state-funded FTES.

The system’s 2016-2017 state-funded target is 139,545. In 2015-2016, colleges enrolled:

- 135,108 FTES state funds (3.2 percent below state funded target);
- 179,197 FTES all funds;
- 7,314 total international contract FTES;
- 14,889 total international FTES (all funding sources)
- 18,335 Running Start

Based on the fall 10th day 2016 projections, it appears the system enrollments may decrease an additional 2 percent — for a total of 94 percent to 95 percent of target (6,977-8,373 FTES).

Workgroup’s Guiding Principles:

- It is in the system’s best interest to achieve its enrollment targets. (If there isn’t agreement on this principle, there is no need to have further conversation.)
- We should strategically manage enrollments to achieve state targets.
- We must observe applicable laws and regulations in doing so.
- We must maintain both local and system-level flexibility in enrollment management efforts.
- We must maintain integrity and consistency in coding practices.

- MOTION:** *It was moved and seconded that WACTC recommend to the State Board to include certain contract FTES when calculating the state enrollment target:*
- a. International Student FTE. Increase from 2 percent or the number needed to meet the target to 10 percent or the number to meet target. Estimated additional FTES equals 2,300. (These FTES would be included in the model and all fees would be applied.) This change would be on-going.*
  - b. On a one-time basis, include contract FTES in the reported state-funded enrollments, to the extent possible when considering exclusions in law. Hold districts “harmless” (do not forward fees to the extent allowed). This proposal includes international, military, applied baccalaureates, etc. from colleges already meeting state funded targets. Additional research is needed to ascertain ability to withhold the collection of certain fees — i.e, building fees.*
  - c. Colleges retain local decisions making on implementing (b).*

**YES: 15**

**NO: 15**

**MOTION FAILED.**

**MOTION:** It was moved and seconded that WACTC recommend to the State Board:

**On a one-time basis, include contract FTES in the reported state-funded enrollments, to the extent possible when considering exclusions in law. Hold districts “harmless” (do not forward fees to the extent allowed). This proposal includes international, military, applied baccalaureates, etc. from colleges already meeting state funded targets. Additional research is needed to ascertain ability to withhold the collection of certain fees — i.e, building fees.**

**MOTION WITHDRAWN.**

## **Educational Services Committee Report – Kevin McCarthy, chair**

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- Updates
  - Student Achievement Initiative Advisory Group
  - Priority Enrollment Workgroup
  - Diversity initiatives
- SBCTC Accessible Technology Policy/WaTech Policy 188 — Key deadlines

The Committee for Accessible Technology Oversight (CATO) will help support colleges as they work to:

- Identify an information technology accessibility coordinator and adopt accessibility policies and procedures by Dec. 31, 2016.
- Have an accessibility plan for ensuring new and existing technologies are accessible defined by March 31, 2017.

## **Strategic Visioning Committee Report – David Mitchell, chair**

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- Baccalaureate degrees

At the July meeting, the Critical Issues Committee’s Strategic Plan for Community and Technical College Bachelor’s Degrees recommendations were referred to the Strategic Vision Committee for further discussion. The committee concluded that at the current time there is no interest in expanding the system’s baccalaureate degree program.

## **Trustees Report – Jon Lane, ACT president**

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- 2017 Transforming Lives Award recipients
  - Mohamed Abdullahi, Renton Technical College
  - Marady Doung, South Seattle College
  - Aaron Miller, Spokane Community College
  - Ben Feldbush, Tacoma Community College
  - Monique Bourgeau, Wenatchee Valley College
- Upcoming Events
  - ACT Winter Legislative Conference: Jan. 23-24, 2017
    - New Trustee Orientation: Jan. 23, 2017
    - Transforming Lives Award dinner: Jan. 23, 2017
  - ACCT National Summit: Feb. 13-16, 2017
  - ACT Spring Convention: May 25-26, 2017

## **State Board Report – Marty Brown, executive director**

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- State Board meeting: Nov. 16-17, 2016
  - 2017 legislative agenda approval
  - Capital budget development and enrollment projections
- State Board executive director search

Elizabeth Chen and John Boesenberg shared preliminary information on the executive director search process and timeline. A brief survey will be sent out to collect information to help inform the search.

## **Adjournment**

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There being no further business, the Dec. 2, 2016 Board of Presidents meeting adjourned at 11:05 a.m. the next meeting will be Jan. 24-25, 2017 at the Olympia Hotel RL and State Board Office.