



BUSINESS MEETING MINUTES

MARCH 23, 2018

SOUTH PUGET SOUND COMMUNITY COLLEGE

Members Present

Lin Zhou, Bates
Kim Perry, Bellingham
Eric Murray, Cascadia
Bob Mohrbacher, Centralia
Bob Knight, Clark
Joyce Loveday, Clover Park
Rebekah Woods, Columbia Basin
Christina Castorena, Edmonds
David Beyer, Everett
Suzanne Johnson, Green River
Jeff Wagnitz, Highline
Amy Morrison Goings, Lake Washington
Warren Brown, North Seattle
Marty Cavalluzzi, Olympic
Luke Robins, Peninsula
Michele Johnson, Pierce College
Jean Hernandez, Pierce Puyallup
Kevin McCarthy, Renton
Sheila Edwards Lange, Seattle Central
Shouan Pan, Seattle Colleges
Alison Stevens, Shoreline
Tom Keegan, Skagit Valley
Tim Stokes, South Puget Sound
Peter Lortz, South Seattle
Christine Johnson, CC of Spokane
Kevin Brockbank, Spokane
Mary Chikwinya, Tacoma
Derek Brandes, Walla Walla
Jim Richardson, Wenatchee Valley
Kathi Hiyane-Brown, Whatcom
Linda Kaminski, Yakima Valley

Substitutes

Gita Bangera for Jerry Weber, Bellevue
Bryce Humpherys for Terry Leas, Big Bend
Wendy Hall for Chris Bailey, Lower Columbia
Matt Campbell for Denise Yochum, Pierce Fort Steilacoom

Members Absent

Jim Minkler, Grays Harbor
Nancy Szofran, Spokane Falls

Ex-Officio Members – SBCTC

Jan Yoshiwara, executive director
John Boesenberg, deputy executive director, BO
Scott Morgan, interim deputy executive director, IT

Guests and SBCTC Staff

Bridget Piper, ACT president
Jim Page, ACT president-elect
Tom Broxson, WELA, Pierce College
Holly Smith, WELA, Pierce College
Cherie Berthon, SBCTC
Wayne Doty, SBCTC
Arlen Harris, SBCTC
Laura McDowell, SBCTC
Janelle Runyon, SBCTC
Kim Tanaka, SBCTC
Julie Walter, SBCTC

Call to Order and Welcome

David Beyer, WACTC president, called the meeting to order at 8 a.m., welcomed those present, thanked Tim Stokes and South Puget Sound Community College for hosting the meeting, and asked for self-introductions.

Approval of Minutes

MOTION: It was moved and seconded that WACTC approve the Feb. 16, 2018 minutes without corrections.

MOTION PASSED.

Treasurer's Report

Bob Knight presented the treasurer's report with an ending balance of \$4,392.81 as of March 20, 2018.

Executive Committee Report – David Beyer, WACTC president

All-Washington Academic Team Ceremony

WACTC thanked Tim Stokes and South Puget Sound Community College for hosting the successful 2018 All-Washington Academic Team ceremony.

SBCTC Compensation Study

As part of the 2018 supplemental operating budget, \$150,000 was allocated to SBCTC to hire a consultant to study employee pay, including the possibility of developing a regional pay model for the community and technical colleges. The draft work plan was distributed for discussion. The study will be led by a steering committee made up of presidents and representatives from the Human Resources Management, Business Affairs and Instruction commissions. The steering committee will be tasked with the oversight and direction of the study, development of the study's goals and principles, and recommendations for WACTC and the State Board to consider when developing the 2019-21 system budget request. Presidents interested in serving on the steering committee should contact Jan Yoshiwara.

Possible operating budget end run policy

Concerns have been raised about the number of college specific earmarks, which were not part of the system's request, included in the final 2018 supplemental operating budget. Over the coming months, WACTC will discuss a possible operating budget end run policy.

2018-19 president-elect

The committee will bring its nomination for the 2018-19 president-elect to the April meeting for approval.

Trustees Report – Bridget Piper, ACT president

ACT Spring Conference: May 10-11, 2108, Clark College

- 2018-19 ACT Board of Directors elections
- Board chair training
- Legislative action committee interim planning
- Awards dinner

State Board Report – Jan Yoshiwara, executive director

Career Connected Learning

Maud Daudon has been appointed to lead the creation of a 10-year vision and strategic plan for building a statewide career-connected learning and apprenticeship system in Washington. Maud will attend the April meeting to discuss where the planning effort is heading and how she sees the role of the community and technical colleges.

The work has been divided into two working groups:

- **Business and Philanthropy Leadership Steering Committee** – Composed of industry sector leaders, including State Board member Ben Bagherpour, and philanthropy representatives.
- **Education and Government** – Led by John Aultman, governor's office, and Kate Davis, Office of Financial Management and state agency representative from education, higher education, workforce training, labor and industries and employment security.

Choose Washington New Market Airplane (NMA) Council

Governor Inslee established the Choose Washington New Market Airplane (NMA) Council comprised of representatives from business, labor, higher education and local government. The Council is tasked with developing a proposal for The Boeing Company to design and build its new commercial airplane in Washington state.

The council has a number of committees and work groups. David Beyer will co-chair the Workforce Development Committee tasked with making recommendations on talent development strategies.

Technology Committee Report – Luke Robins, chair

ctcLink governance framework and membership

The new ctcLink governance framework, which was developed beginning February 2017, will consist of an Executive Leadership Committee, Project Steering Committee and Project Working Group. Membership of each group is being finalized, and an email will be sent out announcing the college members nominated and elected to the Steering Committee and Working Group. The committee will be working with State Board staff and project leadership to transition to the new governance structure after the April WACTC meeting.

ctcLink deployment update

The criteria for placing colleges in deployment groups was distributed for discussion at the February meeting. Colleges were asked to let State Board staff know if they were interested in being in Deployment 2/Upgrade Project or Deployment 3.

The Deployment 2/Upgrade Project plan consists of the PeopleSoft upgrade for FirstLink colleges, deployment of the State Board office and one college. Clark College expressed interest in being considered for the Deployment 2/Upgrade Project college.

After the committee chair and project director reached out to other colleges regarding their interest in being in Deployment 2/Upgrade Project, and after further discussion with Clark College regarding its readiness, the committee approved Clark College in the Deployment 2/Upgrade Project along with the State Board office and PeopleSoft upgrade for Tacoma Community College and the Community Colleges of Spokane.

The Deployment 3 plan is to deploy six colleges. Ten colleges expressed interest in the six available spots. To mitigate risks to Deployment 3, four colleges would need to move to Deployment 4. The 10 colleges were:

- Cascadia College

- Edmonds Community College
- Lower Columbia College
- Olympic College
- Peninsula College
- Pierce College Fort Steilacoom
- Pierce College Puyallup
- North Seattle College
- Seattle Central College
- South Seattle College

After the criteria assessment and risk considerations for Deployment 3, the committee recommends the following colleges move to Deployment 4:

- Edmonds Community College
- North Seattle College
- Seattle Central College
- South Seattle College

MOTION: It was moved and seconded that WACTC approve the committee's recommendation to move four colleges from Deployment 3 to Deployment 4 and accept the Deployment 3 group as presented.

Deployment 3 colleges

- Cascadia College
- Lower Columbia College
- Olympic College
- Peninsula College
- Pierce College Fort Steilacoom
- Pierce College Puyallup

MOTION: Due to the practice of allowing a first reading on a topic and a vote at the next meeting, it was moved and seconded to postpone action on the motion above to the April 27 meeting.

MOTION TO POSTPONE PASSED.

Update on other project scope items

- **Physical Inventory Software** – the committee approved the State Board moving forward with posting the request for proposals developed by the Purchasing Affairs Council, and approved Business Affairs Commission, for a physical inventory software system.
- **Online Admissions Application** – the committee charged the Student Services Commission with convening a work group to develop a request for proposals for an online admissions software tool to replace the current ctcLink admission application.
- **Planning and Budgeting Tool (Hyperion)** – the Business Affairs Commission recommended to de-scope Hyperion due to process and data complexity, maintenance and college costs. Two members have been identified to work with project staff to review and define requirements for the planning and budgeting tool needs.

Strategic Visioning Committee Report – Amy Morrison Goings, chair

The committee continues to look at the system’s professional development pathways.

Washington Executive Leadership Academy (WELA) program review

A crucial component of the WELA program review process is to survey individuals in the system regarding their understanding of WELA, its purpose, its strengths and areas for future growth. The survey was sent out March 19 to presidents, WELA graduates, select trustees, State Board staff and a broad selection of administrators.

Kevin McCarthy also share statistical information on the WELA cohorts, including how individuals are advancing in their careers.

Educational Services Committee Report – Warren Brown, chair

Bachelor of Applied Science program

Ongoing meetings are occurring with public university provosts to address concerns they have expressed with the system’s Bachelor of Applied Science (BAS) program. Their concerns include:

- Who are the faculty that contract to review or provide letters of support for the system’s BAS proposals?
- How the system defines “place bound” versus how public universities define it (given the existence of their site programs).
- Some colleges are not accepting general education credits from their Bachelor of Arts students into BAS programs.
- Articulated concerns about our teacher education and applied management programs.
- Concern that some colleges market their BAS degrees as baccalaureate degrees.

Strategic Enrollment Task Force update

The four focus area work groups – K-12 alignment, adult re-engagement, onboarding/entry and retention/persistence – are finalizing strategies for discussion with commissions in April and May, WACTC Educational Services Committee in June, and WACTC action in July.

Research and Planning Commission

The Research and Planning Commission (RPC) asked WACTC to encourage their researchers to attend RPC meetings.

Legislative and Public Information Committee Report – Tim Stokes, chair

A brief overview of bills that passed this past legislative session was provided and recommendations on activities to do in the interim were discussed. Interim assignments include:

- March
 - Thank legislators for their support of the system.
- April/May:
 - Coffee/lunch meetings with legislators. Include trustees and students when appropriate.
- Election cycle
 - Host candidate forums
 - Attend town halls and forums at other locations
 - Meet with candidates one-on-one to educate them on the system

TVW sponsorship

The committee would like to renew the system's \$30,000 TVW sponsorship, which is scheduled to expire April 30, 2018. This amounts to \$857 per college (including the State Board office). The sponsorship includes:

- The system's [30-second television spots](#) will air adjacent to various TVW programs 3,000 times over the next year.
- 50,000 "pre-roll" acknowledgements, i.e., "Support for TVW is provided by Washington community and technical colleges."

MOTION: It was moved and seconded that WACTC renew the system's \$30,000 TVW sponsorship.

MOTION PASSED.

Operating Budget Committee Report – Michele Johnson, chair

Non-resident tuition

When adopting the 2017-18 non-resident tuition rate, members of the State Board expressed interest in the underlying policy and asked WACTC for its recommendation on a non-resident tuition policy prior to the 2018-19 academic year. The current policy is to increase non-resident tuition by the same dollar amount as resident tuition is raised by the Legislature, rather than increasing by the same percentage.

The committee revisited the policy and considered Washington's competitiveness with other states, the current decline in international students in all sectors of higher education, and what policy would be in the best interest of the system over the long-term.

The committee proposes that WACTC recommend to the State Board that non-resident tuition continue to be increased annually by the same dollar amount as any resident tuition increases. WACTC will be asked to vote on the recommendation at its April meeting.

2019-21 operating budget request development

- Results of college budget priority survey

Capital Budget Committee Report – Derek Brandes, chair

2019-21 capital budget request development

- Final 2019-21 major project proposal scores
- Conceptual draft of the 2019-21 capital budget request

Critical Issues Committee Report – Tom Keegan, chair

The committee led a closed session for presidents and chancellors only to discuss the culture of WACTC.

Adjournment

There being no further business, the March 23, 2018 Board of Presidents meeting adjourned at 11:10 a.m. The next meeting will be April 26-27, 2018 at Yakima Valley College.