



BUSINESS MEETING MINUTES

APRIL 27, 2018

YAKIMA VALLEY COLLEGE

Members Present

Kim Perry, Bellingham
Terry Leas, Big Bend
Eric Murray, Cascadia
Bob Mohrbacher, Centralia
Joyce Loveday, Clover Park
Rebekah Woods, Columbia Basin
Christina Castorena, Edmonds
David Beyer, Everett
Jim Minkler, Grays Harbor
Jeff Wagnitz, Highline
Amy Morrison Goings, Lake Washington
Chris Bailey, Lower Columbia
Warren Brown, North Seattle
Luke Robins, Peninsula
Michele Johnson, Pierce College
Jean Hernandez, Pierce Puyallup
Kevin McCarthy, Renton
Tim Stokes, South Puget Sound
Linda Kaminski, Yakima Valley

Substitutes

Alec Campbell for Jerry Weber, Bellevue
Cheryl Nunez for Marty Cavalluzzi, Olympic
Deidre Soileau for Denise Yochum, Pierce Fort
Steilacoom
Nick Velluzzi for Derek Brandes, Walla Walla
Carli Schiffner for Jim Richardson, Wenatchee
Valley
Nate Langstraat for Kathi Hiyane-Brown, Whatcom

Members Absent

Lin Zhou, Bates
Bob Knight, Clark
Suzanne Johnson, Green River
Sheila Edwards Lange, Seattle Central
Shouan Pan, Seattle Colleges
Cheryl Roberts, Shoreline
Tom Keegan, Skagit Valley
Peter Lortz, South Seattle
Christine Johnson, CC of Spokane
Kevin Brockbank, Spokane
Nancy Szofran, Spokane Falls
Mary Chikwinya, Tacoma

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
Cherie Berthon, SBCTC
Christy Campbell, SBCTC
Joyce Hammer, SBCTC
Arlen Harris, SBCTC
Joe Holliday, SBCTC
Darby Kaikkonen, SBCTC
Jon Kerr, SBCTC
Laura McDowell, SBCTC
Janelle Runyon, 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 Linda Kaminski and Yakima Valley College for hosting the meeting, and asked for self-introductions.

Approval of Minutes

MOTION: It was moved and seconded that WACTC approve the March 23, 2018 minutes without corrections.

MOTION PASSED.

Treasurer's Report

David Beyer 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

Career Connected Learning

Maud Daudon, executive leader of Gov. Inslee's Career Connect Washington initiative, shared the process of developing the 10-year vision and strategic plan for building a statewide career connected learning and apprenticeship system in Washington. She also discussed the role of the community and technical colleges in the vision and plan development.

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

2018 ACT Award recipients

- Trustee Leadership: Joanne Schwartz, trustee, Centralia College
- Chief Executive Officer: Tim Stokes, president, South Puget Sound Community College
- Equity: Maria Peña, chief diversity and equity officer, Everett Community College
- Partner of the Year: Confederated Tribes of the Colville Reservation
- Faculty Member: Alma Meza, basic studies faculty member, Renton Technical College
- Professional Staff Member: Patty Allen, director of Head Start and district director of EHS-ECAP, Community Colleges of Spokane

State Board Report – Jan Yoshiwara, executive director

SBCTC Salary Study update

John Boesenbergs provided a progress report on the system salary study and reviewed the updated problem statement and work plan. Kathi Hiyane-Brown, Bob Mohrbacher and Peter Lortz will represent WACTC on the Salary Study steering committee.

Guided Pathways Student Success Institutes

The spring Student Success Institute meetings will be held May 7 at Columbia Basin College and May 8 at Clover Park Technical College. Davis Jenkins and Hana Lahr from the Community College Research Center will present the statewide outcomes of the colleges' scale of adoption assessment.

State Board staffing update

- Grant Rodeheaver has been hired as the deputy director for information technology and will begin work on May 21. Grant comes from the Washington State Department of Transportation where he was the chief information officer and director of the IT Division.
- The search for the new deputy executive director for education is underway and scheduled to close May 7. Sheila Edwards Lange and Kevin McCarthy will serve on the interview panel.

Operating Budget Committee Report – Michele Johnson, chair

Non-resident tuition

At the State Board's request, the committee reviewed the current non-resident tuition policy which states that non-resident tuition increases by the same dollar amount the Legislature raises resident tuition, rather than increasing by the same percentage. During the review, the committee considered Washington's competitiveness with other states, the current decline in the number of enrolled 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 proposed for first reading at the March meeting 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 increase.

MOTION: It was moved and seconded 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 increase.

MOTION PASSED.

Fiscal year 2019 allocation

- draft fiscal year 2019 allocation projections

2019-21 operating budget request development

Michele provided an overview of the budget planning efforts to date, including survey results of college budget priorities, State Board discussions and stakeholder input. She also described emerging themes and the potential budget request framework. WACTC then broke into groups to begin developing recommendations for the State Board to consider.

System's top five priorities based off college surveys:

- compensation
- Guided Pathways
- safety, security and emergency preparedness
- accessible technology
- technology advancements

Goals:

- Enrollments must be directly linked to completions and then to jobs.
- Ensuring students' employability after earning a credential is the most important goal.
- Increase the number of people with skills needed to support the economy.
- Provide the state a quantifiable return on investment (ROI).

System investment needs:

- student supports, like TRiO and Guided Pathways, that move students through barrier points
- improve completions, attract and retain students
- address faculty and staff compensation and faculty full-time/part-time mix
- community partners to help student get jobs
- state investment that results in specific outcomes
- workforce education programs expansion to meet skills gaps in emerging industries

Below is a summary of common themes and potential budget request frameworks from the group discussions.

- Define the system's portion of the 750,000 jobs currently not filled by Washingtonians. Identify a percentage of workforce and transfer degrees to be produced.
 - Funds are needed to recruit new students, especially those already in low-wage jobs.
 - Strengthen our system's ability to meet the needs of "hard to serve" students.
 - Implement system redesign using Guided Pathways framework.
 - Create stronger partnerships with K-12 to improve the flow of students into our system.
 - Define system goals to address equity and opportunity gap (using Guided Pathways framework).
- Ensure the community and technical college system's sustainability in the future, including:
 - competitive compensation
 - technological upgrades to produce graduates with skills for tomorrow
 - ensure safety and security (needs vary by campus)
- What do we produce? Skilled workers to fill employment gap (750,000 jobs).
- Who produces those workers? Excellent faculty and staff (competitive compensation).
- How do we improve production? With the Guided Pathways framework.
- Request funds for:
 - compensation
 - Guided Pathways
 - high demand enrollments as defined at the regional level
- Community and technical colleges contribute to a dynamic economy by:
 - producing graduates to fill the skills gap
 - making the economy work for everyone by giving individuals who typically have not gone to college tools and education to succeed in the new economy
- Request legislative funding to establish a rapid response fund to establish new programs needed by employers.

Strategic Visioning Committee Report – Amy Morrison Goings, chair

Professional Development/Advancement Pathways

The committee continues to look at the system's professional development pathways and/or advancement. It will present recommendations at the June meeting.

CTC Leadership Development Association dues request

The CTC Leadership Development Association (CTCLDA) Executive Board is recommending annual college dues be increased from \$600 to \$1,000. The dues have been static for the past 16 years and are no longer sufficient to cover CTCLDA expenses. WACTC will be asked to vote on the increase at the June meeting.

Bias Incident Response Recommendations

The Bias Response Team Task Force was charged with establishing best practices, protocols and resources for colleges to develop and sustain a campus bias response team and create campus administrative policy and procedures. The task force's recommendations will be presented at the June meeting.

Critical Issues Committee Report – Jean Hernandez, member

The committee thanked Maria Peña and Everett Community College for the Five Dimensions of Equity presentation at the previous day's Presidents Academy.

Legislative and Public Information Committee Report – Tim Stokes, chair

Legislative outreach checklist (May-June)

- Meet legislators and candidates for lunch or coffee/wine to discuss the board outlines of an upcoming budget proposal:
 - compensation funding
 - Guided Pathways
 - regional high-demand professional technical programs
 - Tie messaging to:
 - jobs in demand by employers
 - student success and well-paying jobs and careers
 - social justice
 - identify specific people emotionally attached to issues or pieces of the budget request
- Be prepared to explain to legislators the importance of preserving dedicated reserves and cash flow.

Technology Committee Report – Luke Robins, chair

ctcLink project and current activities status

- remediation and fiscal year-end closing
- budget
- key project staffing
- chart of accounts redesign
- other project scope items

Global Design Review sessions – May 14-25, 2018

Involvement of college subject matter experts in the ctcLink Global Design Review (GDR) sessions is vital. The committee asked WACTC to encourage college participation to ensure systemwide input in the sessions. The GDR sessions are intended to:

- Help attendees understand ctcLink global framework.
- Provide insight into how ctcLink/PeopleSoft has been adapted to support the system's unique model of multiple colleges in a single, shared instance of the product.
- Leverage college subject matter expertise to review outstanding items in ctcLink that require systemwide input.
- Provide a venue for attendees to review the current global framework, discuss any needed changes, and vote on recommendations to be forwarded to ctcLink governance.

ctcLink governance

Beginning with the May 31-June 1, 2018 WACTC meeting, the new ctcLink governance structure will be in place. Beginning with the May/June meeting, the first 30 minutes of the Technology Committee meeting will be reserved for the new ctcLink Executive Leadership Committee.

Deployment Group 3 update

The deployment approach and timeline was presented at the March meeting. Deployment Group 3 (DG3) plan is to deploy six colleges. Ten colleges expressed interest in the six available spots. 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

To mitigate risks to DG3, four colleges would need to move to Deployment Group 4 (DG4). After the criteria assessment and risk considerations for DG3, the committee recommends the following colleges move to DG4:

- 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 Group 3 to Deployment Group 4 and accept the Deployment Group 3 group as presented.

Deployment Group 3 colleges

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

MOTION PASSED (22 yes/5 no/10 absent).

ctcLink phased milestones checklist

The ctcLink phased milestones checklist for internal quality assurance was distributed for review. The checklist describes each phase's required deliverables for colleges and the State Board office to determine readiness for future deployments. The criteria will be used to determine go/no-go in the new governance model.

Educational Services Committee Report – Warren Brown, chair

Statway

After a three year trial, the University of Washington plans to accept on a permanent basis Statway as part of its math sequence. Statway is an alternative year-long sequence created to help students overcome the challenges of developmental mathematics and achieve college-level statistic credit.

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

As follow up to the Research and Planning Commission's (RPC) request for WACTC members to encourage their researchers to attend the RPC meetings, the RPC work plan was distributed as an overview of the commission's work.

Capital Budget Committee Report – Jeff Wagnitz, member

2019-21 capital budget request development

Due to a growing dissatisfaction with the overall funding level provided by the Legislature, WACTC recommended a different way to determine the number of projects to add to the pipeline. Under the recommendation, a proposal must meet a minimum score to be added to the system's project pipeline. Previously, the total number of projects was limited to the funding level the system projected it would receive from the Legislature.

In January 2017, the State Board adopted a proposal stating that projects must meet a 70-point minimum score to be added to the system's pipeline of projects. The board also opened the selection to all colleges for its 2019-21 capital request. Twenty-five colleges submitted proposals for the 2019-21 major project selection with 24 of the proposals scoring more than 70 points.

The draft 2019-21 capital budget request was distributed for first reading. The committee recommends:

- Add all 24 projects that scored 70 or more points in major project selection for the 2019-21 to the pipeline in rank order below the existing projects in the pipeline.
- Keep all projects in the pipeline until funded.
- Construct projects in the order they were added to the pipeline.
- Plan for a new minor work category for infrastructure replacement in 2021-23.
- Add designs to the request each biennium so that the same level of funding in the next biennium can construct the project.
- Have State Board staff work with the Office of Financial Management and the colleges to update all cost estimates for changes in inflation, architect/engineer fee rates, new laws and sale tax rates.

The capital budget development process will be the topic of the May 31 Presidents Academy. To help with the academy, a survey will be sent to gather feedback on the 2019-21 major project selection and identify other information that will be useful to discuss during the academy. College business officers will be invited to attend.

Adjournment

There being no further business, the April 26, 2018 Board of Presidents meeting adjourned at 12:30 p.m. The next meeting will be May 31-June 1, 2018 at Centralia College.