



BUSINESS MEETING MINUTES

JUNE 1, 2018 CENTRALIA COLLEGE

Members Present

Kim Perry, Bellingham
Terry Leas, Big Bend
Bob Mohrbacher, Centralia
Bob Knight, Clark
Joyce Loveday, Clover Park
Christina Castorena, Edmonds
David Beyer, Everett
Jim Minkler, Grays Harbor
Suzanne Johnson, Green River
Jeff Wagnitz, Highline
Amy Morrison Goings, Lake Washington
Chris Bailey, Lower Columbia
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
Cheryl Roberts, Shoreline
Tom Keegan, Skagit Valley
Tim Stokes, South Puget Sound
Peter Lortz, South Seattle
Christine Johnson, CC of Spokane
Kevin Brockbank, Spokane
Ivan Harrell, Tacoma
Jim Richardson, Wenatchee Valley
Kathi Hiyane-Brown, Whatcom
Linda Kaminski, Yakima Valley

Substitutes

Ata Karim for Jerry Weber, Bellevue
Tyrone Brooks for Rebekah Woods, Columbia Basin
Nick Velluzzi for Derek Brandes, Walla Walla

Members Absent

Lin Zhou, Bates
Eric Murray, Cascadia
Denise Yochum, Pierce Fort Steilacoom
Nancy Szofran, Spokane Falls

Ex-Officio Members – SBCTC

Jan Yoshiwara, executive director
John Boesenberg, deputy executive director, BO
Grant Rodeheaver, deputy executive director, IT

Guests and SBCTC Staff

Jim Page, ACT president
Carl Zapora, ACT president-elect
Anne Fennessy, State Board vice chair
Cindy Hough, WELA
Nick Lutes, Grays Harbor
Sachi Horback, Pierce College
Sue Orchard, Lower Columbia
Mary Kay Clunies-Ross, Sunshine Communications
Kelly Evans, Sound View Strategies
Cherie Berthon, SBCTC
Nancy Dick, SBCTC
Christy Campbell, SBCTC
Joyce Hammer, SBCTC
Arlen Harris, 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 Bob Mohrbacher and Centralia College for hosting the meeting, and asked for self-introductions.

Approval of Minutes

MOTION: It was moved and seconded that WACTC approve the April 27, 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

2018-19 president-elect

MOTION: It was moved and seconded that WACTC appoint Kathi Hiyane-Brown as the 2018-19 WACTC president-elect.

MOTION PASSED.

2018-19 planning

- Meeting dates
- Retreat: July 25-27, 2018, Skamania Lodge
- Committee development

Faculty of Color Cross-institutional Mentorship Program

Michele Johnson introduced Sachi Horback, district dean of business and social sciences at Pierce College, and congratulated her on receiving the Bernice Joseph Award. Sachi provided an update on the Faculty of Color Cross-institution Mentorship Program and gave an overview of its spring retreat agenda.

Trustees Report – Jim Page, ACT president

2018-19 Board of Directors elections

- President: Jim Page, Olympic College
- President-elect: Carl Zapora, Edmonds Community College
- Immediate Past President: Bridget Piper, Community Colleges of Spokane
- Secretary: Bob Ryan, Tacoma Community College
- Treasurer: Kedrich Jackson, Columbia Basin College
- Member-At-Large: Greg Dietzel, Bellevue College
- Member-At-Large: John Pedlow, Whatcom Community College
- Legislative Action Co-chairs: Heather Mansy, Lower Columbia College, and Beth Thew, Community Colleges of Spokane

State Board Report – Jan Yoshiwara, executive director

SBCTC Salary Study update

John Boesenberg provided a progress report on the system salary study, including data collection, results of the recruitment and retention survey, and the steering committee's preliminary discussion on regional pay. In preparation of WACTC's July retreat discussion, questions designed to engage WACTC's thinking on regional pay were distributed.

Washington State Opportunity Scholarship expansion

During the 2018 Legislative session, the Washington State Opportunity Scholarship (WSOS) statute was amended to create the Opportunity Pathways Scholarship. This action expanded the scholarship to fund students pursuing high-demand professional and technical certificates at Washington state community and technical colleges. An open forum will be held June 19 to collect public input on the scholarship criteria.

State Board staffing update

- Grant Rodeheaver, deputy director for information technology, began work May 21.
- Nancy Dick, workforce education director, accepted a new position at Shoreline Community College. Her last day is June 15. Kathy Goebel will serve as interim director until a permanent replacement is hired.

Capital Budget Committee Report – Kathi Hiyane-Brown, vice chair

2019-21 capital budget request development

The draft **2019-21 capital budget request** (available upon request) was distributed for first reading at the April meeting. It was discussed during the May 30 President's Academy.

MOTION: It was moved and seconded that for the 2019-21 capital budget request, WACTC recommends the State Board:

- Add all 24 projects that scored 70 or more points in major project selection for the 2019-21 process to the pipeline in rank order below the existing projects.
- 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 the 2021-23 capital budget request.
- 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.

MOTION PASSED.

Operating Budget Committee Report – Michele Johnson, chair

2019-21 operating budget request development

Michele distributed for consideration a summary of the April operating budget request discussion. She reviewed the theme, framework and policy components of the proposed 2019-21 operating budget request.

Budget theme

Washington's economy is one of the fastest growing in the country. Business leaders anticipate there will be 740,000 job openings by 2025. To fill those jobs, all education sectors need to participate to train students. The community and technical colleges are uniquely positioned to contribute to a dynamic economy in three ways:

1. We educate today's students for tomorrow's jobs. We produce talented graduates to fill the skills gap.
2. We make the economy work for everyone. We give individuals who typically have not gone to college the tools and education necessary to succeed in the new economy.
3. We are an economic engine in our state and local communities.

Budget framework

Produce more skilled workers to fill our share of the 740,000 jobs. Our program graduates will come from workforce and academic transfer programs to fill jobs, particularly those in high-demand, skills gap areas including allied health, information technology and advanced manufacturing.

- Recruit more of the 40 percent of students who do not go to college, especially those in low-wage jobs.
- Close the opportunity and achievement gaps by ensuring our system is designed to meet the needs of all students.
- Competitively compensate excellent faculty and staff to provide the best education to our students.
- Graduate and transition more students (to work or transfer) by redesigning our programs and services to meet the needs of all students under the Guided Pathways framework. Redesign work also includes upgrades to technology and equipment to give students skills for the future, as well as ensuring a secure environment.
- Expand capacity, particularly in high-demand programs.
- Strengthen partnerships with K-12 to improve the flow of students into our system.

Policy components

- Competitive salaries
- Guided Pathways/system redesign
- Technology upgrades and safety
- High-demand program capacity

MOTION: It was moved and seconded that WACTC forward the proposed framework and policy components of the 2019-21 operating budget request as presented to the State Board for consideration.

MOTION PASSED.

The State Board will be asked at its June 28 meeting to adopt a resolution outlining the proposed framework and policy components of the 2019-21 operating budget request. Over the summer, State Board staff will refine and develop the system budget proposal. A complete draft will come to WACTC for review before final State Board action at its retreat in late August.

Legislative and Public Information Committee Report – Tim Stokes, chair

Legislative strategy

- 2018 interim legislative outreach plan
- 2019 session emerging issues and potential vulnerabilities

Long-term Strategic Advocacy and Communication Task Force update

The Long-term Strategic Advocacy and Communication Task Force led by Anne Fennessy, State Board vice chair, has been meeting regularly since October 2017 to develop a long-term advocacy and communications plan for the college system. Anne provided an overview of the task force's goals and work to date. The task force partnered with Sound View Strategies and Sunshine Communications to gather views from stakeholders on strengths and challenges for community and technical colleges.

Kelly Evans, from Sound View Strategies, and Mary Kay Clunies-Ross, from Sunshine Communications, presented a draft report that summarized in-person interviews with, and online surveys of, key stakeholders. The in-person interviews were conducted by phone with 30 stakeholders representing the Legislature and business, labor, community and education organizations. Two online surveys were also sent out to stakeholders representing the same groups. One went to people within the college system; the other went to business and community leaders. In total, 305 people responded to the online surveys.

The next step is a public-opinion survey of approximately 700 people, balanced by geography, age, gender, ethnicity and education level. This survey will engage the general public – not influencers.

Educational Services Committee Report – Warren Brown, chair

Informational updates

- Systemwide Institutional Review Board Committee
- Guided Pathways meta-majors coding in both Legacy and PeopleSoft

Strategic Enrollment Task Force update

The Strategic Enrollment Task Force was formed in fall 2017 to build a stronger enrollment base for community and technical colleges. To be completed over a two-year period, the task force was tasked with identifying state-level and institutional strategies that will improve access and retention systemwide and incorporate those strategies into an adopted strategic enrollment work plan.

During the 2017-2018 academic year, the task force reviewed data metrics, identified focus areas, determined goals/outcomes and finalized strategies that can be implemented in the community and technical college system during the 2018-2019, year two of the project. It also developed the **Strategic Enrollment Task Force Work Plan** (available upon request).

The work plan is divided into four focus areas and objectives:

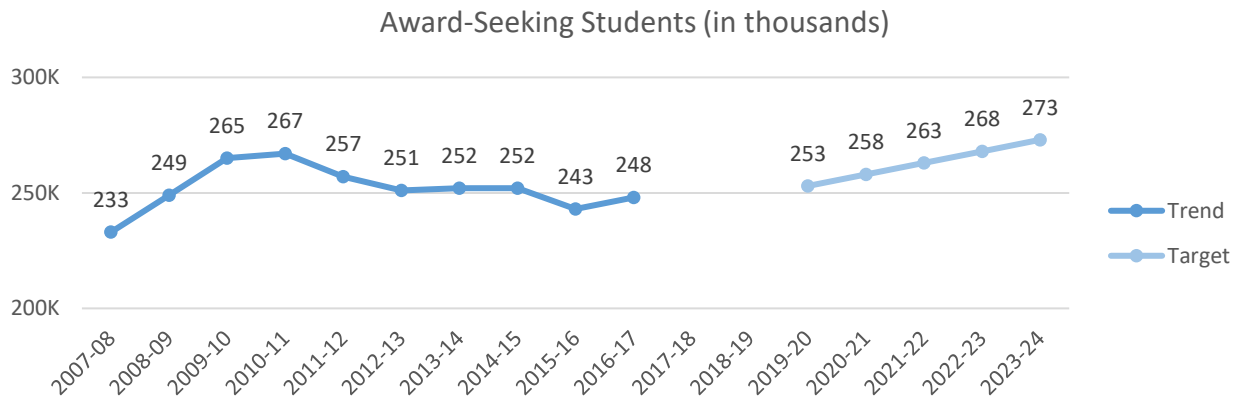
1. K-12 alignment
2. adult re-engagement
3. onboarding/entry
4. retention/persistence

The work plan is a “living document” with updates, minor revisions and oversight monitored by the Educational Services committee.

With a focus on increasing the number of students pursuing and completing a postsecondary credential, the task force set **statewide targets**. These targets were developed using the annual number of students enrolled in the system with the reported intent to complete a postsecondary credential (i.e., “award-seeking students”). Based on current population trends, it is expected that Washington community and technical colleges will experience a small increase in enrollment over the next five years followed by further declines.

The targets shown in the chart below will require significant increases in postsecondary participation and persistence rates with a focus on historically underserved populations. The targets also follow a trend of

serving 5,000 more award-seeking students each year for the following five years. Across the 34 colleges, that is an average of 150 more award-seeking students per college each year. Serving more students includes more students new to the colleges and more students continuing their enrollment until completion.



The following recommendations were presented for first reading. WACTC will take action at its summer retreat.

Recommendation #1

The Strategic Enrollment Task Force recommends the Strategic Enrollment Task Force Work Plan, including focus areas, objectives, and strategies, be adopted for implementation during the 2018-2019 academic year. The Strategic Enrollment Task Force Work Plan is a “living document” with updates, minor revisions and oversight monitored by the WACTC Educational Services committee.

Recommendation #2

The Strategic Enrollment Task Force recommends the statewide targets be adopted as a guideline for measuring the work plan objectives.

Technology Committee Report – Luke Robins, chair

ctcLink update

- Governance
- Deployment Group 2
- Global Design Review sessions

Technology update

- Core technologies
- Strategic technologies
- Microsoft user license agreement

Strategic Visioning Committee Report – Amy Morrison Goings, chair

Bias Incident Response recommendations

The Bias Response Team Task Force was charged with recommending best practices, protocols and resources for colleges to develop and sustain a campus bias response team. The task force was also responsible for creating campus administrative policies and procedures. Sue Orchard, Lower Columbia College, provided an overview of the task force report and recommendations.

The task force recommends that each college establish and maintain a Bias Response Team (BRT), specifically:

- Develops and maintains a BRT with executive-level support and oversight.

- Designs a BRT that includes multidisciplinary campus representatives who are provided with specialized training around bias-based incidents and effective responses.
- Ensures rapid responses with an action plan to acknowledge the incident and support the individual(s) and community impacted by the incident to create or recreate campus safety.
- Responds with as much transparency as possible while protecting privacy and confidentiality.
- Engages in regular professional development, preferably through statewide coordinated training.

The committee will continue to work with the task force and recommends holding a President's Academy to continue the discussion.

Washington Executive Leadership Academy

Kevin McCarthy provided a high level overview of the results of Washington Executive Leadership Academy (WELA) program review survey. Cindy Hough, WELA executive director, provided the annual WELA report including information on the current cohort and planning for the next year

CTC Leadership Development Association dues request

It was reported for first reading in April that the CTC Leadership Development Association (CTCLDA) Executive Board recommends 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.

MOTION: It was moved and seconded that WACTC approve increasing the CTC Leadership Development Association's annual dues from \$600 to \$1000.

MOTION PASSED.

Professional development/advancement pathways

Over the past year, the committee looked at the system's professional development pathways and/or advancement to develop recommendations for WACTC to consider. Amy Morrison Goings described the committee's thoughts and made the following recommendations for first reading:

- Assign a future WACTC committee with designated State Board staff to begin aligning the system's disjointed professional development pathways with an equity producing lens.
- Consider a point-person at the State Board to align and reconnect disparate professional development organizations and communicate accordingly.

Critical Issues Committee Report – Tom Keegan, chair

System level policies and practices audit

Commissions were asked to identify system-level policies or practices to review with an equity lens. The committee prioritized the list and will develop a rubric to examine the following issues:

- Transitional studies
- Financial aid
- Undocumented students
- Recruitment, hiring and retention for faculty and administrators and staff of color

Adjournment

There being no further business, the June 1, 2018 Board of Presidents meeting adjourned at 12:15 p.m. The next meeting will be July 25-27, 2018 at the Skamania Lodge.