



BUSINESS MEETING MINUTES

APRIL 26, 2019

COLUMBIA BASIN COLLEGE

Members Present

Lin Zhou, Bates
Jerry Weber, Bellevue
Kim Perry, Bellingham
Terry Leas, Big Bend
Eric Murray, Cascadia
Bob Mohrbacher, Centralia
Bob Knight, Clark
Joyce Loveday, Clover Park
Rebekah Woods, Columbia Basin
Amit Singh, Edmonds
David Beyer, Everett
Jim Minkler, Grays Harbor
Suzanne Johnson, Green River
Amy Morrison, Lake Washington
Chris Bailey, Lower Columbia
Warren Brown, North Seattle
Luke Robins, Peninsula
Michele Johnson, Pierce College
Deidre Soileau, Pierce Fort Steilacoom
Darrell Cain, Pierce Puyallup
Kevin McCarthy, Renton
Shouan Pan, Seattle Colleges
Tom Keegan, Skagit Valley
Tim Stokes, South Puget Sound
Kevin Brockbank, Spokane
Nancy Szofran, Spokane Falls
Derek Brandes, Walla Walla
Kathi Hiyane-Brown, Whatcom
Linda Kaminski, Yakima Valley

Substitutes

Sy Ear for John Mosby, Highline
Allison Phayre for Marty Cavalluzzi, Olympic
Bruce Riveland for Sheila Edwards Lange, Seattle Central
Bill Saraceno for Cheryl Roberts, Shoreline
Brett Riley for Jim Richardson, Wenatchee Valley

Members Absent

Rosie Rimando-Chareunsap, South Seattle
Christine Johnson, CC of Spokane
Ivan Harrell, Tacoma

Ex-Officio Members – SBCTC

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

Guests and SBCTC Staff

Carl Zapora, ACT president-elect
Cherie Berthon, SBCTC
Christy Campbell, SBCTC
Wayne Doty, SBCTC
Joe Holliday, SBCTC
Darby Kaikkonen, SBCTC
Laura McDowell, SBCTC
Janelle Runyon, SBCTC
Kim Tanaka, SBCTC
Julie Walter, SBCTC

Call to Order and Welcome

Bob Knight, WACTC president, called the meeting to order at 8 a.m., welcomed those present, thanked Columbia Basin College for hosting, and asked for self-introductions.

Approval of Minutes

MOTION: It was moved and seconded that WACTC approve the March 22, 2019 minutes without corrections.

MOTION PASSED.

Treasurer's Report

Bob Knight presented the treasurer's report with an ending balance of \$5,458.31 as of April 19, 2019.

Executive Committee Report – Bob Knight, WACTC president

2019-20 president-elect

MOTION: It was moved and seconded that WACTC appoint Eric Murray as the 2019-20 WACTC president-elect.

MOTION PASSED.

Trustees Report – Carl Zapora, ACT president-elect

2019 ACT Award recipients

- Trustee Leadership: Tim Douglas, trustee, Whatcom Community College
- Chief Executive Officer: David Beyer, president, Everett Community College
- Partner of the Year: The Daily News, Longview, Wash.
- Equity: Molly Mitchell, director of student support programs, Seattle Central College
- Faculty Member: Teaessa Chism, tenured senior associate, nursing, Bellevue College
- Professional Staff Member: Jamie Hatleberg, director of student support services, Green River College

State Board Report – Jan Yoshiwara, executive director

State Board Meeting: March 27-28

- Equity policy statement
- Best practices for part-time faculty update
- Dual Credit program discussion with Chris Reykdal, superintendent of public instruction

Technology Committee Report – Joyce Loveday, chair

ctcLink update

- deployment group changes
- planning ahead for implementation
- pre-work for later deployment groups
 - legacy business process documentation
 - local governance
 - early planning for staffing needs

Strategic Visioning Committee Report – Kevin McCarthy, chair

Commission work plans

In January, the committee received a proposal from the Student Services and Instruction commissions for WACTC to consider shifting to two-year commission work plans. The intent is that all commissions be put onto this schedule so they can also employ the model for their councils. Over the months, feedback was also received from the Business Affairs and Researching and Planning commissions supporting moving to two-year work plans. WACTC will be asked to vote on changing from annual work plans to a two-year model at the June meeting.

System professional development/leadership programs

The Washington Executive Leadership Academy (WELA) and the Community and Technical College Leadership Development Association (CTCLDA) have been placed on a one-year hiatus. A work group will be convened to make recommendations about the purposes, curriculum, and organizational and funding structures for all system-level leadership development programs.

Educational Services Committee Report – Warren Brown, chair

- approval of the revisions to the Student Services Commission's constitution and bylaws
- Phi Theta Kappa's role in the state
- Strategic Enrollment Task Force update

Veteran and Military Services Council

At the March meeting, WACTC received the Student Services Commission's proposal to form the Veteran and Military Services Council (VMSC).

The objective of VMSC will be:

- increase awareness of and cooperation on issues affecting military and veteran students statewide
- provide a format for training and cultural competencies for school certifying officials, advisers, administrators, etc.
- increase collaboration between military and veteran services specialists and closely related service areas
- create a representative body to liaise with the Federal Veterans Affairs Administration and community and technical college representatives

MOTION: It was moved and seconded that WACTC approved the creation of the Veteran and Military Services Council (VMSC) under the Student Services Commission.

MOTION PASSED.

Bachelor of Applied Science (BAS) degrees

The committee discussed the potential for a statewide BAS strategic plan and decided not to proceed at this time.

Critical Issues Committee Report – Tom Keegan, chair

Proposed WACTC constitutional amendment

The proposed amendment to the WACTC constitution, Article IX, sections 1 and 6, which would create an Equity Committee, was distributed for first reading. WACTC will be asked to take action on the amendment at the June meeting.

Article IX – Committees

Section (1)

All board members shall submit preference of assignment, and each member shall be assigned to a committee and/or commission function. The board presidents shall appoint the chair, vice-chair and the membership of the standing committees listed below at the annual organizational meeting. The standing committees shall be:

- Capital Budget
- Critical Issues (as needed)
- Educational Services
- Legislative & Public Information
- Operating Budget
- Strategic Visioning
- Technology
- Corrections Education
- Equity

Section (6)

The president/chairperson of each commission shall annually appoint non-voting commission representatives to standing committees according to the following schedule:

Committee	Commission (number of representatives)
Capital Budget	Business Affairs (1)
Critical Issues	TBD
Educational Services	Instruction (1) Information Technology (1) Research and Planning (1) Student Services (1)
Legislative & Public Information	Public Information (1)
Operating Budget	Business Affairs (1) Instruction (1) Information Technology (1) Student Services (1)
Strategic Visioning	
Technology	Business Affairs (1) Human Resources and Management (1) Instruction (1) Information Technology (1) Research and Planning (1) Student Services (1)
<u>Equity</u>	<u>Chief Diversity & Equity Officer (1)</u>

Legislative and Public Information Committee Report – Tim Stokes, chair

- HB 2158: Workforce Education Investment Act

TVW sponsorship

The committee recommends renewing the system's \$30,000 TVW sponsorship, which expires the end of April. 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 moves and seconded that WACTC renew the system's \$30,000 TVW sponsorship.

MOTION PASSED.

Capital Budget Committee Report – Lin Zhou, chair

2021-23 capital budget development

At the previous day's Presidents' Academy, WACTC discussed whether to recommend a new major project selection process for the 2021-23 capital budget request to the State Board, and, if there is a selection, what the criteria should be and which colleges should be eligible to compete. WACTC discussed several considerations, including:

- current practices for budget development and management of the project pipeline
- age and condition of existing facilities
- recent and potential funding levels
- which colleges currently have major projects in the pipeline

MOTION: It was moved and seconded that WACTC recommend the State Board takes the following action for development of the 2021-23 capital budget request:

Hold a limited competition for new major projects to enter the pipeline in 2021-23.

- Each of the five colleges not currently in the pipeline can submit one proposal. Those colleges are:
 - Big Bend Community College
 - Clover Park Technical College
 - Green River College
 - South Puget Sound Community College
 - Yakima Valley College
- Major project proposals will be due mid-December 2019.
- Major project proposals will be scored by a task force with representatives from WACTC, student services, business affairs, and instruction commissions, operations and facilities council, and state board staff with oversight from the trustees association.
- No one on the scoring task force may have worked at one of the five colleges submitting a proposal.
- The proposals will be evaluated by April 2020 using the academic year 2018-19 capital task force recommended criteria.
- All proposals that score 70 points or more will be added to the pipeline in rank order for construction after the projects currently in the pipeline.

MOTION PASSED (19/11).

The committee also charged the Business Affairs Commission with:

- Helping develop legislative messaging about systemwide needs for major capital projects.
- Preparing two draft versions of the request. One version would include funding in a single biennium for colleges that want to use alternative delivery methods. The other version would include all design and construction funding in separate biennia, as has been done in the past.
- Looking for another construction cost index system to use instead of the Office of Financial Management’s construction cost escalation factors for project budget requests while they are in the pipeline.

Operating Budget Committee Report – Linda Kaminski, chair

The Operating Budget Committee held a special meeting on May 16 to review and discuss methods for allocating new 2019-20 funding and the 2019-20 tuition schedule. The committee’s proposed recommendations to the State Board were presented for discussion during a special May 20 WACTC conference call.

The recommendations are focused on methods for allocating funding. Discussion about guidance and limitations on how these funds may be spent will be held at the June meeting.

2019-20 budget allocation methodologies

MOTION: It was moved and seconded that WACTC accept the committee’s allocation recommendations to the State Board as presented below.

New Budget Items	Amount in thousands	Recommendation for Allocation
Guided Pathways	\$2,000	Provide \$100,000 each to the 22 colleges that do not yet have state funding for Guided Pathways. <i>Note: The funding level is \$200,000 lower than needed, so the additional \$200,000 can be covered with State Board funds and would be repaid from the \$30 million provided for Guided Pathways in Fiscal Year 2021.</i>
Career Connect Washington – Career Launch Enrollments	\$1,000	No recommendation at this time. <i>Note: Legislative proviso and E2SHB 2158 have extensive guidance on the establishment of career launch programs. Several weeks will be needed to understand the requirements and coordinate with the governor’s office. State Board staff will share information on the criteria for these enrollments as soon as it’s available.</i>
Foundational Support	\$12,440	Distribute funds with the goal of giving each district 100 percent funding for all Fiscal Year 2020 wage increases, assuming zero new tuition revenue. First, Foundational Support funds should be distributed to provide 100 percent of the I-732 and 3 percent general wage increase to all districts. Second, the remaining Foundational Support funding should be distributed on a pro-rata basis to King County districts to cover as much of their remaining costs as possible. <i>Note: Based on State Board estimates, it appears the Foundational Support will cover 98 percent of the remaining costs for King County districts.</i>

Bill-related Provisos		It is recommended the State Board Executive Director allocate funding according to the terms of each bill.
Student Assist Grants	\$750	2SHB 1893
Homeless Students	\$200	2SSB 5800
Opioid Overdoes Meds	\$132	Proviso based on HB 1039
Compensation Items		
I-732 at 3.2 percent and General Wage Increase at 3 percent	\$23,054	Continue current policy. Distribute according to share of payroll and hold in safe harbor for four years.
Health & Pension Benefits	\$3,290	Continue current policy. Distribute according to share of benefits and hold in safe harbor for four years.
Regional Pay for King County	\$8,836	Distribute according to share of payroll in King County and hold in safe harbor.

MOTION PASSED (34/0).

MOTION: It was moved and seconded that WACTC recommend the nurse educator salary allocation method as described below to the State Board.

Allocate nurse educator salary funding (\$20.4 million) based on the number of student FTE enrolled in core courses of CNA, LPN, RN and BSN nursing programs. Due to fluctuations in nursing faculty levels, colleges' allocation data would be based on the single highest year of nursing enrollments from the past four years.

Note: Faculty salaries are governed by local bargaining. Each district will have to enter into negotiations to spend these funds.

MOTION PASSED (33/1).

2019-20 tuition policy

MOTION: It was moved and seconded that WACTC recommend the 2019-20 tuition policy remain consistent with recent years.

- Resident tuition be increased by 2.4 percent, the maximum allowed by the Legislature.
- Non-resident tuition be increased by the same dollar amount as resident tuition.

MOTION PASSED (34/1).

Adjournment

There being no further business, the April 26, 2019 Board of Presidents meeting adjourned at 10:20 a.m. The next meeting will be June 6-7, 2019 at Pierce College Fort Steilacoom.

Minutes prepared by Julie Walter