



BUSINESS MEETING MINUTES

JUNE 7, 2019

PIERCE COLLEGE FORT STEILACOOM

Members Present

Jerry Weber, Bellevue
Kim Perry, Bellingham
Eric Murray, Cascadia
Bob Mohrbacher, Centralia
Bob Knight, Clark
Joyce Loveday, Clover Park
Rebekah Woods, Columbia Basin
David Beyer, Everett
Jim Minkler, Grays Harbor
Suzanne Johnson, Green River
John Mosby, Highline
Amy Morrison, Lake Washington
Warren Brown, North Seattle
Marty Cavalluzzi, Olympic
Luke Robins, Peninsula
Michele Johnson, Pierce College
Deidre Soileau, Pierce Fort Steilacoom
Darrell Cain, Pierce Puyallup
Kevin McCarthy, Renton
Shouan Pan, Seattle Colleges
Cheryl Roberts, Shoreline
Tom Keegan, Skagit Valley
Tim Stokes, South Puget Sound
Christine Johnson, CC of Spokane
Kevin Brockbank, Spokane
Ivan Harrell, Tacoma
Derek Brandes, Walla Walla
Jim Richardson, Wenatchee Valley
Linda Kaminski, Yakima Valley

Substitutes

Kendra Sprague for Chris Bailey, Lower Columbia

Members Absent

Lin Zhou, Bates
Terry Leas, Big Bend
Amit Singh, Edmonds
Sheila Edwards Lange, Seattle Central
Rosie Rimando-Chareunsap, South Seattle
Nancy Szofran, Spokane Falls
Kathi Hiyane-Brown, Whatcom

Ex-Officio Members — SBCTC

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

Guests and SBCTC Staff

Cherie Berthon, SBCTC
Arlen Harris, SBCTC
Joe Holliday, SBCTC
Darby Kaikkonen, SBCTC
Laura McDowell, 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 Pierce College for hosting, and asked for self-introductions.

Approval of Minutes

MOTION: It was moved and seconded that WACTC approve the April 26, 2019 minutes without corrections.

MOTION PASSED.

Treasurer's Report

Bob Knight presented the treasurer's report with an ending balance of \$5,257.04 as of June 3, 2019.

Executive Committee Report — Bob Knight, WACTC president

2019-20 planning

- Retreat: July 31-Aug. 2, 2019, Semiahmoo
- Meeting dates

Trustees Report — Kim Tanaka, ACT director

2019-20 Board of Directors elections

- President: Carl Zapora, Edmonds Community College
- President-elect: Bob Ryan, Tacoma Community College
- Immediate Past President: Kedrich Jackson, Columbia Basin College
- Secretary: John Pedlow, Whatcom Community College
- Treasurer: Doug Mah, South Puget Sound Community College
- Member-at-Large: Lindsay Fiker, Skagit Valley College
- Member-at-Large: Beth Thew, Community Colleges of Spokane
- Legislative Action Co-chairs: Greg Dietzel, Bellevue College, and Glenn Johnson, Community Colleges of Spokane

2019-20 ACT event schedule

- ACT Board of Directors' retreat: Aug. 19, 2019
- ACCT Leadership Conference: Oct. 16-19, 2019
- Legislative Action Committee retreat: Nov. 7, 2019
- ACT Fall Conference: Nov. 8, 2019
- ACT Winter Legislative Conference: Feb. 17-18, 2020
 - New Trustee Orientation: Feb. 17, 2020
 - Transforming Lives Awards dinner: Feb. 17, 2020
- ACT Spring Convention: TBD

State Board Report — Jan Yoshiwara, executive director

Long-term Advocacy Task Force update

The Long-term Advocacy Task Force met June 3 to assess what the college system did well over the 2019 legislative session and began setting goals for the interim. One goal is to continue strengthening relationships with groups outside of the system. Over the summer, Jan will meet with various business and industry associations, labor organizations and four-year university presidents.

Guided Pathways Advisory Committee

The Guided Pathways Advisory Committee met to discuss the technical assistance needed with implementation of Guided Pathways at all 34 colleges and how to approach developing accountability measures.

Legislative and Public Information Committee Report – Tim Stokes, chair

Tim presented the 2019 Legislative Session Report and requested presidents read it in its entirety.

Educational Services Committee Report — Warren Brown, chair

ESHB 1355: Community and technical college counselor staffing

ESHB 1355 creates a joint legislative task force to look at issues related to counselors in the community and technical college system. The task force must examine issues related to minimum standards and staffing ratios, best practices for counseling, how colleges will meet student and staff mental health needs, and whether legislation is needed to address identified issues.

Two presidents will be appointed to the task force. Other members will include four state senators and four state representatives, along with one counselor, one student, one vice president of student services and one vice president of instruction. The task force will report its findings and recommendation to the Legislature by Nov. 1, 2020.

Phi Theta Kappa (PTK) endorsement

A draft resolution endorsing Phi Theta Kappa as the official college system-wide honors society was distributed for discussion. WACTC will be ask to take action on the resolution at the July meeting.

Strategic Enrollment Task Force update

In fall 2017, WACTC authorized the formation of the Strategic Enrollment Task Force to build a stronger enrollment base for community and technical colleges. Over a two-year period, the task force worked to identify state-level and institutional strategies that will improve access and retention system-wide and to incorporate those strategies into an adopted Strategic Enrollment Work Plan.

In year one of the project, 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 academic year, year two of the project. It also developed the Strategic Enrollment Task Force Work Plan. The work plan is divided into four focus areas:

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

WACTC approved the work plan at its July 2018 meeting.

In year two of the project, the task force formed work groups to dive into each of the four focus areas to further develop and monitor the various strategies, many of which were being carried out through WACTC commission and council work plans. Outside of the two-year sector, entities, such as the Office of the Superintendent of Instruction and the Washington Student Achievement Council, were also engaged in this work.

Jim Minkler and Suzanne Johnson, task force co-chairs, presented the Strategic Enrollment Task Force Recommendations Report for first reading. The objectives, strategies and metrics may be found in the Strategic Enrollment Task Force Final Recommendations Report (available upon request). WACTC will be asked to take action on the recommendations at the July meeting.

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. Feedback was also received from the Business Affairs and Researching and Planning commissions, which supported moving to two-year work plans.

MOTION: It was moved and seconded that WACTC directs commissions and councils to develop two-year work plans to align with fiscal bienniums.

MOTION PASSED.

System professional development/leadership programs

Kevin McCarthy and John Mosby will represent WACTC on the work group to review the Washington Executive Leadership Academy (WELA) and the Community and Technical College Leadership Development Association (CTCLDA). The work group will develop recommendations by January 2020 for launch in spring 2020.

The committee also recommends a comprehensive review of all professional development/leadership programs beyond WELA and CTCLDA.

Technology Committee Report — Joyce Loveday, chair

ctcLink deployment groups and timeline

Due to the high risk associated with colleges moving to a later deployment group and the inability for colleges to move to an earlier deployment group at this stage in the project, the ctcLink Executive Leadership Committee approved a moratorium on any future college-initiated changes to the current deployment groups.

Deployment Group 2 go-live schedule

Deployment Group 2 — Clark College, Community Colleges of Spokane, Tacoma Community College and State Board Office — is scheduled to go-live over the weekends of Oct. 12 and 26.

Operating Budget Committee Report — Linda Kaminski, chair

2019-20 operating budget allocations and tuition schedule

At its May meeting, the State Board approved the 2019-20 operating budget allocations and tuition schedule as recommended by WACTC.

Recommendations for next year's committee work plan

- Comprehensive review of all State Board earmarks

Capital Budget Committee Report — Cheryl Roberts, member

2019-21 capital budget

The committee reviewed the capital funding for colleges that was not included in the system request relative to WACTC's end run policy and concluded there were no end runs. The projects reviewed were:

- joint Cascadia College/University of Washington Bothell project
- Skagit Valley College's dental program
- Yakima Valley College's Larson Gallery renovation funds
- tenant improvements for Seattle Central College to move its dental program to the Pacific Tower

2020-21 supplemental capital budget request

The committee also reviewed plans for the 2020-21 supplemental capital budget request. At its June meeting, the State Board will consider updating the costs and re-requesting all the unfunded projects in the same priority order as the biennial request. Colleges will need to work with State Board staff to complete the update in July.

Critical Issues Committee Report — Tom Keegan, chair

Proposed WACTC constitutional amendment

The proposed amendment to create an Equity Committee was presented for second reading and discussion. The amendment would affect Article IX, sections 1 and 6 of the WACTC constitution.

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~~
- 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> <u>Human Resources and Management (1)</u> <u>Instruction (1)</u> <u>Student Services (1)</u>

MOTION: It was moved and seconded that WACTC approve the proposed changes to the WACTC constitution as presented.

MOTION PASSED.

Adjournment

There being no further business, the June 7, 2019 Board of Presidents meeting adjourned at 9:30 a.m. The next meeting will be July 31-Aug. 2, 2019 at the Semiahmoo Resort.

Minutes prepared by Julie Walter