



## BUSINESS MEETING MINUTES

### AUG. 2, 2019 SEMIAHMOO RESORT

#### Members Present

Lin Zhou, Bates  
Jerry Weber, Bellevue  
Kim Perry, Bellingham  
Terry Leas, Big Bend  
Eric Murray, Cascadia  
Bob Mohrbacher, Centralia  
Sandra Fowler-Hill, Clark  
Joyce Loveday, Clover Park  
Rebekah Woods, Columbia Basin  
Amit Singh, Edmonds  
Daria Willis, Everett  
Jim Minkler, Grays Harbor  
Suzanne Johnson, Green River  
John Mosby, Highline  
Amy Morrison, Lake Washington  
Chris Bailey, Lower Columbia  
Warren Brown, North Seattle  
Marty Cavalluzzi, Olympic  
Luke Robins, Peninsula  
Michele Johnson, Pierce College  
Julie White, Pierce Fort Steilacoom  
Darrell Cain, 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  
Rosie Rimando-Chareunsap, South Seattle  
Christine Johnson, CC of Spokane  
Kimberlee Messina, Spokane Falls  
Ivan Harrell, Tacoma  
Kathi Hiyane-Brown, Whatcom

#### Substitutes

Chad Hickox for Derek Brandes, Walla Walla

#### Members Absent

Kevin Brockbank, Spokane  
Jim Richardson, Wenatchee Valley  
Linda Kaminski, Yakima Valley

#### 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  
Bob Ryan, ACT president-elect  
Cherie Berthon, SBCTC  
Wayne Doty, SBCTC  
Arlen Harris, SBCTC  
Joe Holliday, SBCTC  
Laura McDowell, SBCTC  
Kim Tanaka, SBCTC  
Julie Walter, SBCTC

## Call to Order and Welcome

Kathi Hiyane-Brown, WACTC president, called the meeting to order at 8:30 a.m., welcomed those present and asked for self-introductions.

## Approval of Minutes

**MOTION:** It was moved and seconded that WACTC approve the June 7, 2019 minutes without corrections.

**MOTION PASSED.**

## Treasurer's Report

Eric Murray presented the treasurer's report with a current balance of \$5,257.04 as of July 1, 2019. He reported the treasury has been running a deficit in past years, and current projections are that WACTC will not have funds to cover expenses for the year. WACTC's current commitments include the 2020 All-Washington Academic Team Ceremony, hold of professional development funds, meeting deposits, facilitator contracts and recognition expenses. In addition, the Student Services Commission is expected to ask for funds to support the 2020 Student Services Commission Conference in April.

Options on reducing expenses and raising annual dues were discussed. Dues are currently \$1,200 per institution.

**MOTION:** It was moved and seconded that WACTC approve increasing annual dues by \$150 to \$1,350 per institution, effective the 2019-20 academic year.

Furthermore, WACTC requests the Student Services Commission supports its conference independently by increasing its dues or the conference registration fee.

**MOTION PASSED.**

## Executive Committee Report — Kathi Hiyane-Brown, WACTC president

### Economic Outlook Panel

Lisa Brown, director of the Department of Commerce, and Anneliese Vance-Sherman, a regional labor economist with the Employment Security Department, discussed information on the states' economic forecast including:

- Washington state's economic and revenue projections
- Factors that contribute to a healthy or declining economy
- Parts of the economy that are growing and parts that are shrinking
- How community and technical colleges can play a bigger role in supporting a strong state economy

## Trustees Report — Carl Zapora, ACT president

### 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

### Workforce Education Investment Act

- Washington College Grant education campaign
- Oversight board
- Targeted appropriations

### State Board Equity Policy Statement

At its June meeting, the State Board approved the following equity policy statement:

Leading with racial equity, our colleges maximize student potential and transform lives within a culture of belonging that advances racial, social and economic justice in service to our diverse communities.

## Capital Budget Committee Report — Lin Zhou, chair

The committee's major tasks for the year will be:

- monitoring the 2019-21 capital budget allocations
- advocating for the 2020 supplemental budget proposal
- development of the 2021-23 capital budget request

## Technology Committee Report — Chris Bailey, chair

### Updates

- FirstLink colleges
- Deployment Group 2
  - Security
  - Accessibility
- Strategic Technology Planning and Governance Task Force

### IT security

Lin Zhou shared her experience with Bates Technical College's IT system hack.

## Strategic Visioning Committee Report — Suzanne Johnson, chair

The committee's theme for the year is "staying relevant". It will focus on long-term system funding and credentialing trends outside the community and technical college system.

## Educational Services Committee Report — Rebekah Woods, chair

### Phi Theta Kappa (PTK) endorsement

A draft proclamation endorsing Phi Theta Kappa as the official system-wide honors society was distributed for discussion at the June meeting.

**MOTION:** It was moved and seconded that WACTC endorse Phi Theta Kappa as the official system-wide honors society. Individual colleges may choose to also support other college-specific or program-specific honor programs and/or societies. Yet, as a system, WACTC acknowledges the history and value in aligning Washington state with American Association for Community College's endorsement of Phi Theta Kappa. Furthermore, WACTC intends for the All-USA / All-Washington academic team recognition to continue its affiliation with Phi Theta Kappa.

**MOTION PASSED.**

## 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 at the June meeting. The objectives, strategies and metrics may be found in the Strategic Enrollment Task Force Final Recommendations Report (available upon request).

**MOTION:** It was moved and seconded that WACTC approve the Strategic Enrollment Task Force Recommendations Report as presented.

**MOTION PASSED.**

## Counselor/Student Ratio Task Force

The Legislature created the Counselor/Student Ratio Task Force to look at issues related to counselors in the community and technical college system. Shelia Edwards Lange and Rebekah Woods will serve on the task force and bring updates to WACTC through the Educational Services Committee.

## Legislative and Public Information Committee Report — Marty Cavalluzzi, chair

### Advocacy

- Long-Term Strategic Advocacy Task Force update
- Online advocacy tool kit

### 2019 Interim Legislative Outreach Plan

- Thank legislators for 2019 investments
- Build and strengthen legislative relationships
- Invite legislators to campus

### Speaker of the House of Representatives

House Democrats elected Rep. Laurie Jenkins to serve as the next speaker of the House. She replaces Rep. Frank Chopp who resigned from the position after serving two decades.

## Operating Budget Committee Report — Bob Mohrbacher, chair

### 2020 supplemental operating budget request

Due to the new Workforce Education Investment Act funding, the 2020 supplemental budget request will be limited to technical adjustments. Those typically include any necessary technical corrections and routine inflationary adjustments.

### Fiscal year 2021 Guided Pathways and high demand allocations

The Operating Budget Committee will lead WACTC's discussion on the new Guided Pathways and high demand allocations. The committee plans to review options at the December meeting and bring recommendations to WACTC for discussion in January.

### Other work plan items

- Review of State Board earmarks
- Operating budget end-run policy
- Allocation model review

## Equity Committee — Sheila Edwards Lange, chair

At Thursday's Presidents' Academy, the Equity Audit work groups presented their policy review recommendations. The Equity Committee will consider the recommendations and provide feedback on next steps to the Executive Committee.

### Transitional Studies

The Transitional Studies Work Group examined policies related to the college success of Basic Education for Adult (BEA) students and made the following recommendations:

- System analysis of the basic skills metrics related to equity gaps for potential enhancement through the Student Achievement Initiative.
- Develop and implement a State Board policy to reallocate SBCTC monies in establishing an "adult innovation fund" to assist in offsetting the cost of a student's first six college-level credits.
- Fully implement a State Board policy that encourages all colleges to better utilize the College and Career Readiness Standards.
- Request the Council for Basic Skills to appoint a task force to review WAC 131-28-026 and associated 2014 State Board memos with respect to the \$25 tuition waiver.

### Undocumented Student

The Undocumented Student Work Group looked at barriers to the access and success of individuals with undocumented status. The work group considered the following issues:

- Inconsistencies when processing the Washington State Higher Education Residency Affidavit.
- Lack of formal structures to support undocumented students.
- Deferred Action for Childhood Arrivals (DACA) and student employment.
- Documentation requirements for enrollment.
- Scholarship eligibility and the Free Application for Federal Student Aid (FAFSA).
- Questions contained in the community and technical online admissions application that can deter completion by undocumented students.

The work group prioritized the review of the community and technical college online admissions application. As part of the review, undocumented students provided feedback on the application form. The work group made the following recommendations:

- Better alignment with student concerns in planning for the request for information (RFI) for a new online application.
- Include student testing in the application revision process.
- Develop additional explanation for sensitive questions.
- Campuses should consider creating an undocumented student navigator or support staff to provide resources, services and wayfinding to undocumented students.
- Assign the unaddressed issues to an ongoing work group or State Board staff for completion.

## Financial Aid

The Financial Aid Work Group investigated financial aid and student funding policies. Through their work and engagement with subject matter experts, namely the Financial Aid Council, the work group concluded that there was fundamental and foundational work that needed to be done to prepare all stakeholders to engage in the discussion of identifying racial inequitable practices.

At this time, the work group is not advancing policy areas to address. Instead, the work group recommends continued action and investigation led by the voice of WACTC. Recommendations include:

- Revisit racial equity framework training for the system through the commission work plans, which can carry through to all councils.
- Continue the policy review work in the next academic year and reconstitute the work group to include greater Financial Aid Council and other council members as necessary.
- Through the Equity Resource Bank, compile financial aid racially equitable practices, approaches and local policies that effectively address racial inequalities as demonstrated at individual campuses.

## Adjournment

There being no further business, the Aug. 2, 2019 Board of Presidents meeting adjourned at 12:30 p.m. The next meeting will be Oct. 3-4, 2019 at Peninsula College.

Minutes prepared by Julie Walter