



## BUSINESS MEETING MINUTES

**MAY 1, 2020**

**ZOOM**

### Members Present

Lin Zhou, Bates  
Kristen Jones, 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  
Kurt Buttleman, 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  
Kevin Brockbank, Spokane  
Kimberlee Messina, Spokane Falls  
Ivan Harrell, Tacoma

Chad Hickox, Walla Walla  
Jim Richardson, Wenatchee Valley  
Kathi Hiyane-Brown, Whatcom  
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  
Christy Campbell, SBCTC  
Wayne Doty, SBCTC  
Beth Gordon, SBCTC  
Arlen Harris, SBCTC  
Joe Holliday, SBCTC  
Nate Humphrey, SBCTC  
Laura McDowell, SBCTC  
Jamilyn Penn, SBCTC  
Janelle Runyon, SBCTC  
Kim Tanaka, SBCTC  
Julie Walter, SBCTC

## Call to Order and Welcome

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

## Approval of Minutes

**MOTION:** It was moved and seconded that WACTC approve the Feb. 28, 2020 minutes without corrections.

**MOTION PASSED.**

## Treasurer's Report

Eric Murray presented the treasurer's report with a current balance of \$10,538.49.

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

### 2020-21 planning

- WACTC retreat
- President-elect

**MOTION:** It was moved and seconded that WACTC appoint Christine Johnson as the 2020-21 president-elect.

**MOTION PASSED.**

## Northwest Athletic Conference (NWAC) update

NWAC is working on a survey for athletic departments regarding fall sports. Ideas being discussed include reduced schedules for fall sports, moving fall sports to winter and spring quarters, reduction in sport schedules across the conference by 10-15 percent and streaming events as fan attendance may be down. Each of these ideas have concerns. A tentative date for decision on fall sports is the first week of June.

## Trustees Report — Carl Zapora, ACT president

### 2020 ACT award recipients

- Trustee Leadership: Jim Lowery, trustee, Centralia College
- Chief Executive Officer: Sheila Edwards Lange, president, Seattle Central College
- Partner of the Year: Year Up Puget Sound
- Equity: Ivan Harrell, president, Tacoma Community College
- Faculty Members: Camile Pomeroy, college and career pathways, Renton Technical College and Latoya Reid, communication and transitional studies department, Tacoma Community College
- Professional Staff Member: Sandy Zelasko, executive assistant to the president, Grays Harbor College

## ACT event schedule

- ACCT Congress: Sept. 30-Oct. 3, 2020, Chicago, IL
- ACT Fall Conference: Nov. 13, 2020, SeaTac, WA
- ACT Winter Legislative Conference: Jan. 25-26, 2021, Olympia, WA
  - New Trustee Orientation: Jan. 25, 2021
  - Transforming Lives Award dinner: Jan. 25, 2021
- ACCT National Legislative Summit: Feb. 7-10, 2021, Washington, DC

## State Board Report — Jan Yoshiwara, executive director

### Restarting essential workforce development programs

State Board staff have been working with the governor's office to identify college professional-technical programs that align with Gov. Inslee's essential business listing. The proposed list and safety protocols were distributed for discussion.

## Educational Services Committee Report — Rebekah Woods, chair

### Family Education Rights and Privacy Act (FERPA) directory information definition proposal

Family Education Rights and Privacy Act (FERPA) directory information is information contained within a student's education record that, if disclosed, would not generally be considered harmful or an invasion of privacy. Directory information may be released without the student's explicit consent. A single definition of directory information is important as ctcLink is implemented across the community and technical college system.

A work group was formed in spring 2018 to discuss the feasibility of designating a standard set of directory information across the system.

The work group recommends the following categories of FERPA directory information to serve as a global definition:

- Student's name
- Major field of study
- Enrollment status
- Dates of attendance
- Participation in recognized sports
- Degree or certificate earned
- Term degree or certificate awarded honors

In addition, the work group recommends the following proposals:

- Students will be provided a single option to block all directory information instead of allowing the student to select individual categories. This will be done within the ctcLink Student Self-Service area where a student will be provided a single check box to block directory information from public disclosure.

- A FERPA block flag will be added to all custom queries in ctcLink that contain the student's name or social security number to indicate if the student has requested a FERPA block.

WACTC will be asked to take action on the proposal at the June meeting.

## Updates

Brief updates were provided on:

- Direct Admission Initiative Work Group
- Task Force on Community and Technical Colleges Counselors

## Technology Committee Report — Kevin Brockbank, vice chair

### ctcLink Deployment Group (DG) updates

- DG 3-A (Lower Columbia and Olympic): deployed March 9
- DG 3-B (Cascadia, Peninsula and Pierce): scheduled to go-live on May 11
- DG 4: Compression issues, as colleges in this deployment group were paused in their progress to allow ctcLink project staff to provide sufficient support to DG 2, 3A and 3B
- DG 5: Excellent shape in its progress
- DG 6: Have made significant progress in its readiness over the past few months

It was emphasized that it is important that the future deployment groups continue to work hard on their individual deployments because there are no contingency dates beyond DG 6's scheduled deployment date. Any delays could result in extending beyond the implementation timeline and significant additional costs to the system.

### ctcLink accessibility

State Board staff continues to work on ctcLink accessibility issues. A software fix, People Tool 8.57, has been installed and is currently being tested by Clark College staff.

### ctcLink budget

Overall expenditures for the project appear to be tracking within the \$145 million project budget to date, but there are some risks. These risks are being closely monitored.

## Capital Budget Committee Report — Lin Zhou, chair

The selection of new major projects for the 2021-23 capital request is complete. Of the five colleges eligible to submit a proposal, two did, and the Yakima Valley College's proposal scored well enough to be added to the major project pipeline. The minor repairs and replacement projects have been identified based on the facility and infrastructure surveys.

The committee has prepared two versions of the 2021-23 capital request for discussion at the June 4 Presidents' Academy and action at the June 5 Business Meeting.

- **Version 1:** As has been done in the past, requests all major project funding in two biennium — one for the design and one for the construction. The design-phase requests are woven into the construction-phase requests such that the same level of system funding that funds the design can fund the construction in the subsequent biennium.

- **Version 2:** Requests design and construction funding in the same biennium for projects that want to use a design-build delivery method instead of the traditional design-bid-build method. This leads to a larger request in 2021-23 and a slightly different funding order of the major projects.

Both versions of the request would fund the construction of major projects in the order they were added to the pipeline.

## Equity Committee — Sheila Edwards Lange, chair

### Chief diversity and equity officers

The committee continues to work on its recommendation of establishing the Chief Diversity Equity Officer Commission.

### Statement against anti-Asian discrimination

The committee is developing a statement against anti-Asian discrimination due to COVID-19 global pandemic in support of Asian American Pacific Islander Communities.

## Strategic Visioning Committee Report — Suzanne Johnson, chair

The committee discussed ways to approach and tools that could be used as colleges respond to anticipated budget cuts.

## Legislative and Public Information Committee Report — Luke Robins, vice chair

### Legislative Outreach Plan

The legislative outreach plan for the possible 2020 special session and 2021 regular session were distributed for discussion.

### TVW sponsorship

The committee recommends renewing the system's \$30,000 TVW sponsorship, which expired the end of April. The sponsorship includes:

- 1,400 [30-second television spots](#) adjacent to The Impact and rotating throughout the day adjacent to other programs. (This 30-second spot will be revised with new messaging.)
- 15,000 "brought to you by" announcements

**MOTION:** It was moved and seconded by WACTC to renew the system's \$30,000 TVW sponsorship.

**MOTION PASSED.**

## Operating Budget Committee Report — Bob Mohrbacher, chair

### Allocation model

The Business Affairs Commission (BAC) was asked to analyze the allocation model and mitigate impacts related to COVID-19. BAC's preliminary recommendation to WACTC include:

- Freezing the allocation model should be "off the table."

- Removing an entire year of data from the allocation model is not necessary or advisable.

BAC would like to bring forward a recommended approach that would preserve as much data from 2019-20 as possible while still holding colleges harmless from enrollment losses associated with COVID-19. BAC would like to review the enrollment data from this year, including preliminary data from spring when it is available in May. With that, BAC will begin to construct a methodology to recommend to WACTC.

### 2020-21 tuition rate

The State Board is scheduled to take action on the 2020-21 tuition rate at its May 6 meeting.

**MOTION:** It was moved and seconded that WACTC recommends the State Board adopt the 2.5 percent resident tuition rate increase currently allowed under the College Affordability Act and an increase to non-resident tuition of the same dollar amount. This would be continuance of the tuition policy that has been in place for the last several years.

**MOTION PASSED.**

### Running Start enrollment reimbursement

State Board staff learned that school districts' state allocations are being distributed based on projected numbers of students. This means that districts need only pay Running Start billings up to the level of their projected enrollments. The Business Affairs Commission is working on identifying the magnitude of the problem. At this time, the Office of Superintendent of Public Instruction has not made plans to "true up" the Running Start billings, or adjusting allocations based on the actual number of students.

### Updates

Brief updates were provided on:

- nurse educator salary increase funding
- CARES Act funding
- SSHB 2513: Student debt bill

### Adjournment

There being no further business, the May 1, 2020 Board of Presidents meeting adjourned at 11 a.m. The next meeting will be June 4-5, 2020 via Zoom.

Minutes prepared by Julie Walter