



BUSINESS MEETING MINUTES

DEC. 3, 2021

ZOOM

Members Present

Gary Locke, Bellevue
Walter Hudsick, Bellingham
Eric Murray, Cascadia
Bob Mohrbacher, Centralia
Karin Edwards, Clark
Joyce Loveday, Clover Park
Rebekah Woods, Columbia Basin
Amit Singh, Edmonds
Daria Willis, Everett
Ed Brewster, Grays Harbor
John Mosby, Highline
Amy Morrison, Lake Washington
Chris Bailey, Lower Columbia
Marty Cavalluzzi, Olympic
Luke Robins, Peninsula
Julie White, Pierce Fort Steilacoom
Darrell Cain, Pierce Puyallup
Kevin McCarthy, Renton
Shouan Pan, Seattle Colleges
Steve Hanson, 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
Chad Hickox, Walla Walla
Jim Richardson, Wenatchee Valley
Linda Kaminski, Yakima Valley

Substitutes

Johnny Hu for Lin Zhou, Bates
Bryce Humpherys for Sara Thompson Tweedy, Big Bend
Shirley Bean for Suzanne Johnson, Green River

Members Absent

Chemene Crawford, North Seattle
Michele Johnson, Pierce College
Yoshiko Harden, Seattle Central
Ivan Harrell, Tacoma
Kathi Hiyane-Brown, Whatcom

Ex-Officio Members — SBCTC

Jan Yoshiwara, executive director
Choi Halladay, deputy executive director, BO
Grant Rodeheaver, deputy executive director, IT
Carli Schiffner, deputy executive director, ED

Guests and SBCTC Staff

Angela Jones, Bill & Melinda Gates Foundation
Jay Reich, SBCTC chair
Doug Mah, ACT president
Greg Deitzel, ACT president-elect
Cherie Berthon, SBCTC
Wayne Doty, SBCTC
Beth Gordon, SBCTC
Arlen Harris, SBCTC
Joe Holliday, SBCTC
Julie Huss, SBCTC
Laura McDowell, SBCTC
Julie Walter, SBCTC

Call to Order and Welcome

Christine Johnson, WACTC president, called the meeting to order at 8 a.m. and welcomed those present.

Approval of Minutes

MOTION: It was moved and seconded that WACTC approve the Oct. 8, 2021 minutes without corrections.

MOTION PASSED.

Treasurer's Report

Chris Bailey presented the treasurer's report with a current balance of \$42,968.72.

Executive Committee Report — Christine Johnson, WACTC president

System-level leadership development

The Leadership Development Work Group was convened in 2019 to make recommendations about the purposes, curriculum, organizational and funding structures for system-level leadership development programs. Kevin McCarthy reviewed the work group's recommendations and proposed budget, originally made to WACTC in February 2020. WACTC will be asked to take action on the recommendations at the January meeting. (Recommendations and proposed budget available upon request.)

WACTC Constitution

The Explicit Rules Task Force recommends the following changes to the WACTC constitution.

Article VII, Section (3)

The president-elect-treasurer shall be elected for a one-year term at the May meeting. The president-elect-treasurer's term will begin in June and his/her presidential term of office will begin in June of the year following his/her election and will last one year. A nominating committee shall be formed at the April meeting. The nominating committee will contact presidents beginning with the most senior president, who has not already served in the position, and work their way down the list until a willing candidate accepts the nomination. In the event that a president does not accept the nomination, they will not lose their place on the seniority list and can be nominated in a future year. The nominee shall be approved by the board of presidents at the May meeting.

MOTION: It was moved and seconded that WACTC approves the change to Article VII, Section (3) of the WACTC Constitution as presented.

MOTION PASSED.

Article IX, 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.~~

Each member of the Board of Presidents shall submit preference of assignment, including if they are interested in serving as a committee chair, and shall be assigned to a committee and/or commission function by the current WACTC president and president-elect. The president-elect will select each

standing committee's chair for their term of office. Once the new president-elect is selected, they will select each standing committee's vice chair who will become the chair in the subsequent year. The Board of Presidents will approve the membership of the standing committees at the annual organizational meeting.

MOTION: It was moved and seconded that WACTC approves the change to Article IX, Section (1) of the WACTC Constitution as presented.

MOTION PASSED.

WACTC's Operating Purpose and Values

Based on feedback, the Group Norms Task Force is revising its recommendations on WACTC's operating purpose and values prior to action.

Update: The revised operating purpose and values (available upon request) was presented during the Dec. 15 WACTC update.

MOTION: It was moved and seconded that WACTC approves the operating purpose and values as presented.

MOTION PASSED.

Guest speaker

- Angela Jones, director, Washington State Initiative, Bill & Melinda Gates Foundation

Critical Issues Committee Report — Bob Mohrbacher, member

Brian Jeffries, policy director, Washington Roundtable (WRT) met with the committee to discuss dual credit enrollments, specifically College in the High School.

Equity Committee — John Mosby, chair

Updates were provided on:

- allocation model equity review
- financial aid equity audit
- E2SSB 5227/5194 implementation

Committee statement

The committee's statement regarding its commitment to system communications was presented for first reading. WACTC will be asked to take action at the January meeting.

WACTC EQUITY COMMITTEE — Commitment to System Communications

The WACTC Equity Committee is committed to providing leadership, stewardship, and support of our system's vision to lead with racial equity, maximize student potential, and transform lives within a culture of belonging that advances racial, social, and economic justice.

In doing so, the Committee values and encourages equity-mindedness, inquiry, creativity, subject matter expertise, and wisdom rooted in lived experience. Further, the Committee values the contributions of collectives from across our system and encourages employees of the system to continue to collaborate to advance the work of equity.

The Committee serves as an important link in the formal communication and decision-making processes that guide WACTC and our system's equity efforts. Therefore, the WACTC Equity Committee is committed to serving as the liaison with system and community-initiated groups and

grassroots stakeholders, such as the Diversity and Equity in Hiring and Professional Development, and the DEI in WA CTC's groups, for the purposes of timely communication, effective processes, and the furtherance of the System's vision. Practicing equity-mindedness, including the understanding that equity gaps are a function of systemic inequities that must be eradicated, the Equity Committee will:

- Request and consider reports and recommendations on behalf of WACTC from system and community-initiated groups related to equity.
- Take action within the scope of the Committee's authority.
- Communicate and recommend actions to WACTC.
- Maintain communication and report progress in a timely manner.

Legislative and Public Information Committee Report — Kimberlee Messina, vice chair

Updates were provided on:

- statewide advertising campaign
- session preview
 - engagement with legislators
 - possible legislation
 - supplemental budget one-pagers
- Washington Community and Technical Colleges Student Association 2022 legislative priorities
 - expanded mental health resources
 - campus food insecurity
 - textbook affordability and open educational resources (OER) accessibility

Operating Budget Committee Report — Tim Stokes, chair

An overview was provided of the 2023-25 budget development process that will take place over the next six to nine months. Elements of the process include:

- Colleges will be surveyed on their budget priorities.
- Commissions will be invited to provide input on possible requests.
- System stakeholders will be invited to give input.
- WACTC will have multiple discussions on its priorities and provide recommendations to the State Board at its summer retreat.
- The State Board will be kept informed of system discussions and may provide guidance as the process continues.

Technology Committee Report — Joyce Loveday, chair

A centralized system like ctcLink creates the need for the system to implement policies and procedures concerning data privacy and usage, especially for student privacy under the Family Educational Rights and Privacy Act (FERPA). FERPA regulations restrict access to student data to any external entity unless a FERPA exemption allows for the activity. The Data Governance Committee worked with the Assistant Attorney General to draft a systemwide Memorandum of Understanding (MOU) to specify the FERPA exemption that would allow for specific activities defined as training and

troubleshooting. In addition to the MOU policy, the Data Governance Committee developed a supporting procedure. The ctcLink Employee Data Privacy and Usage Agreement procedure requires employees to agree to keep data private and use it only in the course of their job duties.

The MOU and ctcLink Employee Data Privacy and Usage Agreement (available upon request) were presented for first reading. WACTC will be asked to take action at the January meeting.

Educational Services Committee Report — Amit Singh, vice chair

Updates were provided on:

- Promising Practice Exchange
 - Feb. 17: student mental health
 - April 21: student basic needs

Center of Excellence Workgroup

The Center of Excellence (COE) Workgroup presented its final products for first reading. The two documents include a set of five core expectations for all Centers of Excellence to serve our system and state. A companion document provides an Efficacy Matrix by which COEs can be assessed. WACTC will be asked to take action on the items at the January Meeting.

Capital Budget Committee Report — Darrell Cain, chair

Updates were provided on:

- 2022 supplemental budget request: addition of Pierce College Fort Steilacoom's emergency funding for asbestos abatement and restoration as the first priority
- 2023-25 capital budget development
 - major project proposals due Dec. 15
 - nominations for scoring task force
- 2021-23 capital budget
 - minor work expenditures
 - capital budget request legislative report: approved by the State Board on Dec. 1

Trustees Report — Doug Mah, ACT president

ACT fall conference

The ACT fall conference was held virtually on Nov. 19 with approximately 126 trustees, presidents, State Board members and staff in attendance. Conference sessions included:

- tenure panel for trustees
- advancing equity, diversity and inclusion at our colleges
- trustee recruitment and handbook

ACT event schedule

- Trustee Tuesday — Legislative Action Committee Retreat: Dec. 21, 2021
- ACT New Trustee Orientation and Winter Conference: Jan. 24-25, 2022, Zoom
- ACCT National Legislative Summit: Feb. 7-10, 2022, Washington, D.C.
- ACT Spring Conference: May 19-20, 2022, Tacoma Community College

State Board Report — Jan Yoshiwara, executive director

Retirement

At the Dec. 1 State Board Meeting, Jan announced her plan to retire in July 2022. Jay Reich, State Board chair, reported the board will hold a special meeting on Dec. 10 to discuss the search process.

Updates were provided on:

- exempt employee overtime rules
- part-time faculty petition

Adjournment

There being no further business, the Dec. 3, 2021 Board of Presidents meeting adjourned at 11:45 a.m. The next meeting will be Jan. 25-26, 2022 via Zoom.

Minutes prepared by Julie Walter