



## BUSINESS MEETING MINUTES

### FEBRUARY 24, 2023 SOUTH PUGET SOUND COMMUNITY COLLEGE

#### Members Present

Lin Zhou, Bates  
Gary Locke, Bellevue  
Jim Lemerond, Bellingham  
Sara Thompson Tweedy, Big Bend  
Eric Murray, Cascadia  
Bob Mohrbacher, Centralia  
Karin Edwards, Clark  
Joyce Loveday, Clover Park  
Amit Singh, Edmonds  
Darrell Cain, Everett  
Ed Brewster, Grays Harbor  
Suzanne Johnson, Green River  
John Mosby, Highline  
Amy Morrison, Lake Washington  
Chris Bailey, Lower Columbia  
Chemene Crawford, North Seattle  
Marty Cavalluzzi, Olympic  
Suzanne Ames, Peninsula  
Julie White, Pierce Colleges  
Matthew Campbell, Pierce Puyallup  
Yoshiko Harden, Renton  
Bradley Lane, Seattle Central  
Jack Kahn, Shoreline  
Chris Villa, Skagit Valley  
Tim Stokes, South Puget Sound  
Jean Hernandez, South Seattle  
Greg Stevens, Spokane Colleges  
Kevin Brockbank, Spokane  
Kimberlee Messina, Spokane Falls  
Ivan Harrell, Tacoma  
Chad Hickox, Walla Walla  
Famous Harrison, Wenatchee Valley  
Linda Kaminski, Yakima Valley

#### Substitutes

Nate Langstraat for Kathi Hiyane-Brown, Whatcom

#### Members Absent

Rebekah Woods, Columbia Basin  
Rosie Rimando-Chareunsap, Seattle  
Colleges

#### Ex-Officio Members — SBCTC

Paul Francis, executive director  
Choi Halladay, deputy executive director, BO  
Grant Rodeheaver, deputy executive director, IT  
Carli Schiffner, deputy executive director, ED

#### SBCTC Staff

Arlen Harris, SBCTC  
Cherie Berthon, SBCTC  
Darrell Jennings, SBCTC  
Julie Huss, SBCTC  
Kim Tanaka, SBCTC  
Laura McDowell, SBCTC  
Shannon Bell, SBCTC

## Call to Order

Chris Bailey, WACTC president-elect, called the meeting to order at 8:00 a.m., thanked South Puget Sound Community College for hosting the meeting, and welcomed those present.

## Approval of Minutes

MOTION: It was moved and seconded that WACTC approve the January 25, 2023 minutes without corrections.

MOTION PASSED.

## Treasurer's Report

Tim Stokes presented the treasurer's report with a current balance of \$60,208.32

## Executive Committee Report — Chris Bailey, WACTC president

Updates were provided on:

- DEOC follow-up - have DEOC leadership participate in March Presidents academy.
- Presidential Transition Work being done – formal system of orientation for new presidents, will work with State Board staff to develop in conjunction with regular WACTC meetings.
- Jill's final draft on-boarding checklist will be reviewed, and recommendations will be made to the group at a later date.
- Informal mentoring process for new presidents in development.
- Top three competency's that came out of Warren Brown's work will be implementing recommended competencies into general academy sessions.

## Technology Committee Report — Kimberlee Messina, chair

Updates were provided on:

- Presentation from Gartner Institute, reviewed external data with the institute and innovations and strategies.
- How do we define ourselves as a sector, which are close to mission and which are out of panic for enrollment issues?
- Grant Rodeheaver: Financial aid RFP working on goal to release first week of March.
- Payroll updates released two weeks ago, successful deployment.
- Staffing plan updated that was approved and colleges paid additional money for additional staff support for ctLink.

## Capital Budget Committee Report — Chad Hickox for Rebekah Woods, chair

Updates were provided on:

- Best practices for indoor environmental, capital budget approved.
- Future class and lab use, recommendation forwarded that all colleges should use 25Live for room scheduling. State Board staff has expertise and can help with training.
- Other space utilization recommendations will move forward and be brought back for further discussion at future meeting.
- What gets counted when you report your space utilization? That will be brought forward for further discussion at future meeting.
- Use of system pools (emergency and hazmat) recommendation is no changes to current use.

- Recommendation - State board should use a third-party cost estimator to discuss projects in the pipeline.
- Review procedures and policies for returning funding if the project has bid savings.
- Review of major project scoring process, task force to be started to review this.
- Capital projects prioritization process, potential pause on new projects for the upcoming biennium.
- 2024 supplemental budget request review.
- Change to the major projects list, Olympic college has agreed to voluntarily remove their project from the major list at this time. Olympic College will then be first place on the list for the next round.

## Equity Committee — Julie White, chair

Updates were provided on:

- Presidents' academy focuses on principles of leading ? inviting DEO's to March WACTC academy to foster relationship building.

## Operating Budget – Kevin Brockbank

Updates were provided on:

- Continuing work of knowledge building of the allocation model for the review starting in July. Presentations of general overview and knowledge building at other system meetings.
- May WACTC meeting will be an in-depth presentation, general overview and provide a tool for practicing. More discussion at the WACTC retreat.
- Working to July to continue forming and finalizing task force. Also working with DEI to include in process.

## Legislative and Public Information Committee Report — Amy Morrison, chair

Updates were provided on:

- Review of bills potential not making it out of cut-off.
- Review of bills on watch list.
- Review of current legislative happenings.

## Educational Services Committee Report — Sara Thompson Tweedy, chair

- Reviewed committee work plan, instruction commission (full time faculty expansion), RPC clarity of 5-peer comparisons (meeting with Ed Harry from Northwest Commission), Institute and services (watching leg un-funded mandates, on-boarding) Student Services (moving classified staff into program specialist 3 positions for consistency in staffing among colleges) WISC (retired career and performance services council)
- On-Boarding document ready for review at a spring meeting.

## Promising Practices Exchange topics

- March 1 (dual credit)
- April 5 (adult re-engagement)

## **Trustees Report — Kim Tanaka, ACT director**

Updates were provided on:

- Recap on ACCT National Legislative Summit in D.C.
- ACT Spring Conference May 15-16, 2023 Walla Walla Community College
- ACT nominations due on April 3, 2023

## **State Board Report — Paul Francis, executive director**

Updates were provided on:

- Legislative Update
- Government to Government Summit
- Overtime Eligible Rules
- Corrections Education Update
- Deputy Executive Director for Education search

## **Adjournment**

There being no further business, the February 24, 2023 Board of Presidents meeting adjourned at 10:15 a.m. The next meeting will be March 23-24, 2023 at South Puget Sound Community College.

Minutes prepared by Shannon Bell