



**REGULAR MEETING OF THE STATE BOARD FOR  
COMMUNITY AND TECHNICAL COLLEGES**

**MEETING MINUTES**

**December 5, 2007**

**State Board Members**

**Erin Munding (Chair), Omak  
Jim Bricker, Coupeville  
Reuven Carlyle, Seattle  
Sharon Fairchild, Spokane  
Jim Garrison, Mt. Vernon  
Jeff Johnson, Olympia  
Tom Koeninger, Vancouver  
Lyle Quasim, Puyallup  
Beth Willis, Tacoma**

**State of Washington**  
**STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES**  
**Olympia**

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**December 5, 2007**

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**STATE OF WASHINGTON  
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES  
Olympia**

**Regular Meeting Minutes  
December 5, 2007  
Cascadia Community College**

*The State Board held a study session at Cascadia Community College in Bothell on December 4, 2007, from 1:00 p.m. to 5:00 p.m. to discuss the following: A progress report on Applied Bachelor's Degrees, Technology Transformation Taskforce report, Student Listening Taskforce report, and follow up to the State Board Retreat. No action was taken at the study session.*

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State Board Members Present: Erin Mundinger (Chair), Jim Bricker, Reuven Carlyle, Sharon Fairchild, Jim Garrison, Jeff Johnson, Tom Koenninger, Erin Mundinger, Lyle Quasim, Beth Willis

State Board Member Absent:

**CALL TO ORDER & ADOPTION OF REGULAR MEETING AGENDA**

Chair Erin Mundinger called the meeting to order at 8:30 a.m. and welcomed those present. She thanked Cascadia Community College President Bill Christopher for hosting the meeting.

***MOTION: Moved by Beth Willis and seconded by that the State Board adopt the agenda for its December 5, 2007 regular meeting as presented.***

***MOTION CARRIED.***

**ADOPTION OF CONSENT AGENDA (Resolutions 07-12-34 and 07-10-38)**

***MOTION: Moved by Jim Bricker and seconded by Jim Garrison that the State Board adopt the consent agenda for its December 5, 2007 regular meeting as follows:***

- a) *Approval of October 18, 2007, State Board regular meeting minutes*
- b) *Resolution 07-12-34 (ATTACHMENT #1) – 2007-08 SBCTC Office Budget*
- c) *Resolution 07-12-35 (ATTACHMENT #2) – Washington Executive Leadership Academy Board of Directors Recognition*
- d) *Resolution 07-12-36 (ATTACHMENT #3) – Seattle Central Community College Property Acquisition*
- e) *Resolution 07-12-37 (ATTACHMENT #4) – Columbia Basin Surplus Property Sale*
- f) *Resolution 07-12-38 (ATTACHMENT #5) – Bellevue Community College Property Acquisition*

***MOTION CARRIED.***

**DIRECTOR'S REPORT**

Executive Director Charlie Earl and staff reported on the following topics:

- Draft Timeline for 2009-11 Budget Request

- Feedback on Higher Education Coordinating Board Master Plan Draft
- Funding for Transitions Programs
- Planning for Initiative 960
- Gardner/Evans/Locke Capital Bond Reauthorization

***MOTION: Moved by Jim Bricker and seconded by Beth Willis that the State Board send a letter to Governor Gregoire (ATTACHMENT 6) urging her support for Reauthorization of the Washington Futures Act (Gardner/Evans/Locke capital bond reauthorization).***

***MOTION CARRIED.***

### **CHAIR'S REPORT**

Chair Mundinger asked TACTC and WACTC presidents to present their reports as to the Board.

- **Trustees' Association Report.** TACTC President Gene Chase reported on November 16 joint meeting of the Board of Directors and Legislative Steering Committee, which focused on the State Board's legislative request, messages to support the request, and discussion of the System Direction. He thanked the State Board staff for electronically distributing "News Links" and the Board meeting agendas and minutes to all trustees. Gene urged the Board to utilize the Joint Legislative Task Force in its 2009-11 budget development process. Gene encouraged Board members to attend the January 22-23 TACTC Winter Legislative Conference in Olympia.
- **Presidents' Association Report.** WACTC President-Elect Don Bressler reported that WACTC is considering altering its meeting schedule to make use of the summer months for budget preparation. He discussed the equipment request and shared a draft "photo book" which will be used when talking to legislators and community groups about the colleges' equipment needs. He also reported briefly on the progress of the Compensation Task Force and the November 28-29 WACTC meeting, which included a day-long visit to Microsoft.
- **Clarification of Student Achievement Resolution 07-09-29.** Sharon Fairchild, Chair of the Student Achievement Task Force, distributed a memo from Board members who served on the Task Force (**ATTACHMENT #7**). The purpose of the memo was to provide clarification to Resolution 07-09-29, adopted by the Board in September 2007, approving the Task Force Recommendations. Specifically, the memo addressed what the resolution means for future funding and when and what type of analyses identified in the resolution will be available to the Board for consideration. The Board discussed the memo and agreed that resolution language would not preclude the submittal of an operating budget request for student achievement consistent with the Task Force recommendation.
- **P-20 Council Update.** Chair Mundinger reported on the first meeting of the English Language Learners Work Group of the P-20 Council that she was asked by the Governor to chair. The group is charged with developing an action plan to look at English Language Learners across the P-20 system. The first meeting on November 16 was attended by representatives of 11 agencies and organizations. The next meeting is scheduled for December 11, and information is due to the Governor's Office by December 14.

**APPROVAL OF TIME LINE FOR 2008 PILOT SELECTION FOR APPLIED BACHELOR'S DEGREES (Resolution 07-12-39)**

At its study session the previous day, the Board received a progress report on applied bachelor's degree programs offered by Bellevue, Peninsula, Olympic, and South Seattle Community and heard from students and other college representatives from the pilot programs who shared their first quarter experiences.

Loretta Seppanen of the State Board Staff presented a proposed timeline to select two additional colleges to offer applied bachelor's degrees, which were funded by the 2007 Legislature. The colleges that submitted intent to develop an applied degree proposal are:

- Columbia Basin College, Tri-Cities: Bachelor's of Applied Science in applied Technology Management and Entrepreneurship
- Lake Washington Technical College, Kirkland: Bachelor's of Applied Technology in Applied Design
- Seattle Central Community College: Bachelor's of Applied Science in Applied Behavioral Sciences

Loretta noted that there was no change to the statutory selection criteria and added that staff recommend using existing criteria and selection processes adopted by the Board in October 2005. Staff developed a new timeline for proposal consideration that provides adequate time for an evaluation committee to thoroughly understand each proposal and for each potential pilot college to document how its proposal meets the criteria and achieves the standards. The timeline also fits the decision making schedule of the Higher Education Coordinating Board and the Northwest Commission on Colleges and Universities so that the selected pilot colleges can be ready for upper division students in fall 2009.

***MOTION: Moved by Tom Koenninger and seconded by Beth Willis that the State Board adopt Resolution 07-12-39 (ATTACHMENT #8) approving the 2008 Applied Baccalaureate Degree Pilot Selection Timeline attached to the resolution.***

***MOTION CARRIED.***

**APPROVAL OF TECHNICAL COLLEGE TASK FORCE RECOMMENDATIONS (Revised Resolution 07-12-40)**

Jan Yoshiwara of the State Board staff and Technical College Task Force members John Walstrum, Clover Park Technical College President, and David Mitchell, Olympic College President, presented the recommendation of a college system task force to allow technical colleges to increase transfer opportunities that prepare students for professional bachelor's degrees needed in the workforce.

The Technical College Task Force considered three options for addressing transfer degree authority of the technical colleges, which were presented to the Board at its October 2007 meeting. The Board then provided feedback to staff to further refine options for degree granting authority to the technical colleges.

The Task Force recommends Option C – Focused Mission Expansion: Increase transfer capacity in technical colleges. Focus transfer degree granting authority on preparation for

professional/technical baccalaureate degrees. The Task Force used five criteria to guide degree authority expansion:

- Report, charge tuition and transcript classes based on credits rather than clock hours.
- Use community college tuition rates.
- As with all new programs, self-fund new transfer courses. Add new transfer programs using existing or scheduled enrollment growth and capital projects.
- Offer associate transfer degrees that prepare students for professional bachelor's degrees.
- Use State Board approval process for new transfer degree plans.

On October 19, 2007, technical college and neighboring community college presidents met to discuss draft findings and recommendations. Some local board of trustees and the Instruction Commission of WACTC have reviewed the recommendations. Discussion of the findings and recommendations occurred at the October 25 Task Force meeting with WACTC. The Task Force met on November 9 where it endorsed Option C and the five criteria. The full WACTC considered the Task Force recommendations at its November 29 meeting. Dr. Walstrum and Dr. Mitchell updated the Board on the outcomes of that discussion and presented WACTC's recommendations (**ATTACHMENT #9**).

Discussion followed on a substitute resolution distributed by staff at the meeting. The Board agreed to include language in the resolution connecting the policy to the System Direction

***MOTION: Moved by Jim Garrison and seconded by Reuven Carlyle that the State Board adopt Revised Resolution 07-12-40 (ATTACHMENT #10) endorsing the Technical College Task Force recommendations for focused mission expansion to increase transfer capacity in technical colleges while focusing transfer degree granting authority on preparation for professional/technical baccalaureate degrees.***

***MOTION CARRIED.***

### **PROGRESS OF EARLY LEARNING REPORT**

Jan Yoshiwara reported that the 2007 Legislature directed the SBCTC to conduct a survey and inventory of early learning programs operated by community and technical colleges for the purpose of creating a coordinated system of course offerings and early learning education opportunities, including early childhood education, parenting education, and on-campus child care.

Michelle Andreas reported that the survey and an analysis of the results have been completed. The survey was designed to collect information about the colleges' programs, collaborative efforts with the colleges, and best practices in administering the programs. The results of this study identify the array of early learning services offered by community and technical colleges, program strengths throughout the system, and opportunities for additional services and program modifications to better serve young people and their families.

Staff compiled survey results and identified areas where additional information is needed. Michelle presented early findings, and Board members had the opportunity to discuss them.

**COLLEGE READINESS IN MATHEMATICS (Resolution 07-12-41)**

Bill Moore of the State Board staff reported that the 2007 Legislature directed the State Board of Education to amend high school graduation requirements to include a minimum of three credits of mathematics, one of which may be a career and technical course equivalent in mathematics. The State Board for Community and Technical Colleges has an opportunity to provide its input on the proposals currently under review by the State Board of Education.

For the past two years, the SBCTC has led the Transition Mathematics Project. The project is a consortium of K-12, colleges, and universities to identify college readiness standards in math; communicate those standards to high school students, teachers, and parents; develop curriculum models to teaching to the college readiness standards; and develop a statewide college math readiness test. These standards, approved by the Superintendent of Public Instruction, the Higher Education Coordinating Board, the public universities, and the SBCTC in fall 2005 and winter 2006, require mathematics and quantitative reasoning skills equivalent to Algebra II concepts and skills to be ready for college level work in math.

The Workforce Education and Coordinating Board is considering its position on math content required for high school career and technical education courses to qualify for a third year high school math credit. The SBCTC is being asked to take a position on this issue through its executive director who is a voting member of the Workforce Board. At issue is the level and quantity of math required for high school graduation. Concerns about the third year math requirement include: the inadequate supply of high school math teachers and the ability of high schools to provide additional math courses regardless of being imbedded in career and technical education courses; a reduction of career and technical education course taking and job readiness by students who will enter the workforce directly from high school; and fewer students graduating from high school due to higher math requirements for diplomas.

In order to support the community and technical college system's continuing efforts to work with educational partners to reduce the level of remedial math coursework taken by recent high school graduates entering our colleges, staff recommends that the Board express its support for having a third credit of math required for high school graduation aligned with the Grade 11/12 Grade Level Expectations and encouraging high school career and technical education programs to develop courses that reflect Algebra II concepts and skills.

***MOTION: Moved by Tom Koenninger and seconded by Jim Bricker that the State Board adopt Resolution 07-12-41 recommending to the State Board of Education that the third credit of mathematics to be required for high school graduation be aligned with the Grade 11/12 Grade Level Expectations and that high school career and technical programs develop courses that reflect Algebra II concepts and skills.***

Following discussion, an amendment to the proposed resolution was offered by Jeff Johnson and Jim Bricker to better define the third year of high school math proposal in order to provide multiple ways for students to demonstrate their competencies and to support community and technical college career math.

***MOTION: Moved by Jeff Johnson and seconded by Beth Willis that the State Board amend Resolution 07-12-41, by revising the last paragraph to include "practical math applications that reflect Algebra II concepts and skills to the extent possible."***

Discussion followed on the proposed amendment to the resolution. A consensus of the Board was not reached and resulted in a request to withdraw the amendment and postpone action until a later date. Staff was directed to re-draft the resolution to address the Board's concerns and to schedule a special meeting in December when the Board will take action on the revised resolution.

***MOTION: It was moved by Jeff Johnson and seconded by Beth to withdraw and amendment and motion to adopt Resolution 07-12-41 and to postpone action until a special meeting of the Board is called to consider revisions that would address the issue of math credits required for high school graduation.***

***MOTION CARRIED.***

### **HOST COLLEGE PRESENTATION**

President Bill Christopher welcomed State Board members and staff to Cascadia Community College. He introduced several members of his staff present and provided a history and overview of the college and its students, faculty, and programs. The college emphasis is on student engagement to create a unique learning environment and pathways to baccalaureate degrees. Cascadia opened in fall 2000 and is co-located with the University of Washington-Bothell. President Christopher discussed the opportunities and challenges of shared use facilities and emphasized the need to identify a funding stream to address facility needs. His presentation focused on sustainability practices at Cascadia and the campus commitment to environmental stewardship.

### **REVIEW "PARKING LOT" ITEMS**

Charlie Earl distributed a list of "parking lot" issues from previous Board meetings to which current meeting issues will be added. The list will be forwarded to the Board's Executive Committee (Chair Erin Munding, Vice Chair Jim Bricker, and Immediate Past Chair Jim Garrison) for its review and deliberation. The Executive Committee will report back to the full Board at the January 31 meeting.

### **ADJOURNMENT/NEXT MEETING**

The Board reconvened in open meeting for the purpose of adjournment. There being no further business, the State Board adjourned its regular meeting of December 5, 2007, at 1:00 p.m. The next regular meeting of the State Board is scheduled for January 30-31, 2007, at the State Board Office in Olympia.

ATTEST:

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Charles N. Earl, Secretary

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Erin Munding, Chair