

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

**MINUTES OF MEETING**

**January 19, 2005**

**State Board Members**

**Tom Koenninger (Chair), Vancouver  
Sharon Fairchild, Spokane  
Jim Garrison, Mt. Vernon  
Paul Hutton, Issaquah  
Al Link, Silverdale  
Erin Munding, Omak  
Jane Nishita, Seattle  
Carolyn Purnell, Seattle  
José Ruiz, Anacortes**

**Statutory Authority: Laws of 1967, Chapter 28B.50 Revised Code of Washington**

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

**A C T I O N I N D E X**  
**January 19, 2005**

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

**Regular Meeting Minutes  
January 19, 2005**

*[Note: The State Board held a study session on January 18, 2005, from 3:00 p.m. to 5:30 p.m. at the State Board Office in Olympia to discuss findings and recommendations of the Baccalaureate Capacity Study. No action was taken at the study session.]*

State Board Members Present: Tom Koenninger (Chair), Sharon Fairchild, Jim Garrison, Paul Hutton, Al Link, Jane Nishita, Carolyn Purnell

State Board Member Absent: Erin Mundinger, José Ruiz

**CALL TO ORDER**

Chairman Tom Koenninger called the meeting to order at 8:45 a.m. and welcomed those present.

**ADOPTION OF AGENDA**

***MOTION: Moved by Jim Garrison and seconded by Jane Nishita that the State Board adopt its regular meeting agenda of January 19, 2005, as presented.***

***MOTION CARRIED.***

**APPROVAL OF MINUTES**

***MOTION: Moved by Jim Garrison and seconded by Paul Hutton that the State Board approve its regular meeting minutes of December 2, 2004, as presented.***

***MOTION CARRIED.***

**DIRECTOR'S REPORT**

Executive Director Earl Hale and staff reported on the following items:

- **Legislative Issues Update.** Earl announced that the legislative update was covered during the previous evening's dinner meeting with the TACTC Executive Committee.
- **Exceptional Faculty Award Report for 2003-04.** Chuck Greenough presented three activity reports on the Exceptional Faculty Awards program for the last fiscal year. The colleges awarded a total of \$109,595 to exceptional faculty during the fiscal year 2003-04. At the SBCTC's request, the 2003 Legislature enacted two changes to the statutes controlling how funds are awarded: the minimum match request was lowered to \$10,000, and the \$100,000 cap per biennium was removed and authority granted to the State Board to establish an appropriate cap.

- **Tuition Waiver Report.** Earl updated the Board on the status of the 2004-05 Tuition Waiver Report, which will be presented at the March 2005 State Board meeting. He outlined key questions that will be addressed in the report.
- **SBCTC Leadership Institute.** Sally Zeiger Hanson gave a brief overview of the leadership program recently developed for State Board staff, which is modeled after a similar program offered at the Community Colleges of Spokane. The goals of the program are to develop leaders at all levels within the agency and to create learning opportunities for all agency staff. She then introduced participants of this year's cohort.

### **CHAIR'S REPORT**

Chairman Tom Koenninger and others reported on the following items:

- **Trustees' Association Report.** TACTC President Beth Willis thanked the Board for the opportunity to meet over dinner with members of the TACTC executive committee and commented briefly on that meeting. She reported on the status of HB 1101, the presidential compensation bill sponsored by Representative Phyllis Kenney. Beth also reported on upcoming meetings of the Trustees' Association and the Association of Community College Trustees and encouraged Board members to attend.
- **Bylaws Subcommittee Report.** Jim Garrison reported that the State Board's bylaws subcommittee met recently to review and discuss possible changes to the bylaws. Jim suggested that a resource notebook or orientation manual that outlines expectations for Board members might be useful. The subcommittee will be prepared to present suggestions and recommendations at the March 2005 Board meeting.
- **Future Agenda Topics.** The Board briefly reviewed and updated the list of agenda topics for future meetings.

### **FALL QUARTER 2004 REPORT**

Doug Whittaker of the State Board staff presented highlights from the Fall Quarter 2004 Enrollment and Staffing Report. He reported that enrollment in fall 2004 is closer to budgeted levels than in past years. Total FTEs decreased by 5 percent to 150,430, and total headcount declined by 10,083 to 249,537. The state-supported enrollment decreased by 7,229 FTEs to 120,674 FTEs, and state-supported headcount declined by 5 percent. He provided information on changes in student demographics and programs and staffing information and reported that the system is on track toward meeting its 2004-05 performance goals.

Doug also outlined factors that appear to impact fall enrollment this year: economic recovery, high school graduate stability, rising tuition, and budget reductions. He noted, however, that demand for service is expected to increase in the long term. The two-year college system is projected to complete the 2004-05 academic year with an over-enrollment of at least 2,700 FTE students (2 percent).

Discussion followed regarding the implications of the policy and demographic changes related to current and future enrollment trends.

**APPROVAL OF BACCALAUREATE CAPACITY STUDY RECOMMENDATIONS**  
**(Resolution 05-01-01)**

In June 2004, the State Board authorized the development of a baccalaureate capacity study to evaluate the state's ability to meet future demand for access to baccalaureate degrees. Over the past six months, State Board members were briefed on a variety of aspects of the study, including enrollment demands, options for expanding capacity, and a cost analysis for expansion of capacity.

At the previous day's study session, Board members heard from a panel of experts from universities and colleges. They discussed the implications and challenges related to the recommendations to expand the role of the colleges via University Center growth and pilot community and technical college baccalaureate degree authority. During the study session discussion, the Board had an opportunity to address issues related to the study in preparation for action on the study at its regular meeting.

The Baccalaureate Capacity Study findings and recommendations were summarized in a PowerPoint presentation given by Loretta Seppanen of the State Board staff. Discussion focused on the overall study findings and three proposed recommendations being used in other states to increase baccalaureate opportunities: applied baccalaureate degrees, university centers, and community and technical college baccalaureate degrees.

Jan Yoshiwara of the State Board staff noted that the recommendation to provide baccalaureate degrees at two-year colleges requires the approval of the Legislature and the Higher Education Coordinating Board. Approval by those two entities would need to be sought in the near future.

***MOTION: Moved by Carolyn Purnell and seconded by Jim Garrison that the State Board adopt Resolution 05-01-01 (ATTACHMENT #1) approving the findings of the Baccalaureate Capacity Study, directing the Executive Director to pursue expanded partnership models of University Centers, authorizing planning for pilot community and technical college baccalaureate degrees, and supporting expansion of upper division capacity at baccalaureate institutions.***

***MOTION CARRIED.***

**CONSENT ITEMS (Resolutions 05-01-02, 05-01-03)**

***MOTION: Moved by Al Link and seconded by Carolyn Purnell that the State Board approve the consent agenda as follows:***

- a) Resolution 05-01-02 (ATTACHMENT #2) authorizing Whatcom Community College to spend local funds to complete the Kulshan Hall classroom/laboratory building project.***
- b) Resolution 05-01-03 (ATTACHMENT #3) delegating authority to the director to execute a contract with the Association of Washington Business to work with business and industry groups to link their training needs to the community and technical colleges.***

***MOTION CARRIED.***

**ADJOURNMENT/NEXT MEETING**

There being no further business, the State Board adjourned its regular meeting of January 19, 2005, at 11:15 a.m. The next regular meeting of the State Board will be held March 9-10, 2005, at South Puget Sound Community College.

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Tom Koenninger, Chair

ATTEST:

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Earl Hale, Secretary

STATE OF WASHINGTON

STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 05-01-01

A resolution approving findings of the Baccalaureate Capacity Study, directing the Executive Director to pursue expanded partnership models of University Centers, authorizing planning for pilot community and technical college baccalaureate degrees, and supporting expansion of upper division capacity at baccalaureate institutions.

**WHEREAS** the State Board staff has completed and shared with the State Board the results of a data-driven study of the demand for future junior and senior enrollments to 2010 and has, in cooperation with the public baccalaureate institutions, compared that demand by region with the current future enrollment plans of those institutions; and

**WHEREAS** the State Board staff has completed and shared with the State Board an examination of the approaches other state systems and individual institutions have taken toward an expanded role for community and technical colleges regarding University Centers and community and technical college baccalaureate degrees; and

**WHEREAS** the study findings support the need to fund the upper division enrollment plans of the public institutions, and

**WHEREAS** the study finds that the current upper division growth plans of the public baccalaureate institutions are less than the demand for junior and senior enrollments, creating a “capacity gap”; and

**WHEREAS** expanding the role of community and technical colleges as full partners in the growth of University Centers and authorizing and funding community college baccalaureate degrees on a pilot basis are viable means of addressing these “capacity gaps;”

**NOW THEREFORE BE IT RESOLVED** that the State Board for Community and Technical Colleges approve the findings of the Baccalaureate Capacity Study prepared by the staff and presented to the State Board; and

**BE IT FURTHER RESOLVED** that the State Board for Community and Technical Colleges grants the Executive Director authority to work with partner universities, the legislature and the Higher Education Coordinating Board to plan for and fund systematic expansion of University Centers based on the partnership model to address capacity gaps identified in this study; and

**BE IT FURTHER RESOLVED** that the State Board for Community and Technical Colleges authorizes planning for pilot community or technical college baccalaureate degrees and grants the Executive Director authority to work with the State Legislature and Higher Education Coordinating Board for approval and funding for several targeted community or technical college baccalaureate degrees to address capacity gaps identified in this study; and

**BE IT FURTHER RESOLVED** that the State Board for Community and Technical Colleges supports the funding requests of those public universities where those requests lead to increased spaces for Washington residents in their junior and senior years on university main campuses, university branch campuses and existing University Centers and authorizes the Executive Director to continue working with the universities on a joint enrollment plan.

**APPROVED AND ADOPTED** on January 19, 2005.

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Tom Koeninger, Chair

**ATTEST:**

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Earl Hale, Secretary

STATE OF WASHINGTON

STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 05-01-02

**WHEREAS** Whatcom Community College was appropriated funds by the Legislature to construct a classroom/laboratory building; and

**WHEREAS** the project was impacted by unforeseen soil conditions and significant adjustments to the mechanical and HVAC systems affecting the cost of the project; and

**WHEREAS** the college has sufficient local funds to complete the project and cover the extra costs;

**NOW THEREFORE BE IT RESOLVED** that the State Board for Community and Technical Colleges authorize Whatcom Community College to use up to \$925,000 in local funds to complete the classroom/laboratory project – Kulshan Hall.

**APPROVED AND ADOPTED** on January 19, 2005.

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Tom Koenninger, State Board Chair

**ATTEST:**

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Earl Hale, Secretary

**STATE OF WASHINGTON**

**STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES**

**RESOLUTION 05-01-03**

A resolution to execute a contract with the Association of Washington Business (AWB) to follow up with business and industry groups to link their training needs to the colleges.

**WHEREAS** the two-year college system is working to more strategically align workforce education with economic development and key industries throughout the state; and

**WHEREAS** the goals for last year's contract have been achieved; and

**WHEREAS** to build on the success begun last year, five goals have been identified;

**THEREFORE BE IT RESOLVED** that the State Board for Community and Technical Colleges approves the proposed work to be performed by the Association of Washington Business.

**FURTHER BE IT RESOLVED** that the State Board delegate authority for the execution of the contract with the Association of Washington Business to Earl Hale, Executive Director.

**APPROVED AND ADOPTED** on January 19, 2005.

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Tom Koenninger, Chair

**ATTEST:**

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Earl Hale, Secretary