



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

MEETING MINUTES

January 31, 2008

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

ACTION INDEX
January 31, 2008

<u>Resolution Number</u>	<u>Description</u>	<u>Page in Minutes</u>
----	Adoption of Regular Meeting Agenda	1
08-01-01	Seattle Central Community College Property Acquisition	2
08-01-05	Delegation of Authority to Executive Director to Authorize Contract in Excess of \$100,000 for Independent Assessment of System Re-hosting Project	2
	Adoption of Consent Agenda:	3
----	Approval of Minutes for December 5 & 19, 2007	
08-01-02	Additional TIAA-CREF Investment Options	
08-01-03	Olympic College Property Acquisition	
08-01-04	Approval of Early Learning Report	3

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

**Regular Meeting Minutes
January 31, 2008
SBCTC Office**

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

CALL TO ORDER & ADOPTION OF REGULAR MEETING AGENDA

Chair Erin Munding called the meeting to order at 10:00 a.m. and welcomed those present. She proposed an addition to the agenda under Chair's Report to consider adoption of Resolution 08-01-05 that would delegate authority to the SBCTC executive director to contract for an independent assessment of the CIS re-hosting project.

MOTION: Moved by Tom Koenninger and seconded by Sharon Fairchild that the State Board adopt the agenda for its January 31, 2008 regular meeting with an additional action item under the Chair's Report related to delegation of authority to the executive director.

MOTION CARRIED.

EXECUTIVE SESSION

The Board convened in executive session from 10:05 a.m. to 10:40 a.m. for the purpose of discussing the acquisition of real estate. Chair Munding announced that the executive session may result in action being taken by the Board later in the meeting.

DIRECTOR'S REPORT

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

- Legislative update
- Workforce Investment Act pilots
- University of Washington North branch campus
- Emergency operating fee waivers for winter 2008 storm victims
- Center for Information Services technology governance and Re-hosting
- Evaluation of student achievement
- State Board of Education math requirement
- Nursing Plan – Associate Degree/Bachelor of Science nursing programs
- Higher Education Coordinating Board Strategic Master Plan Workgroups

CHAIR'S REPORT (Resolutions 08-01-01, 08-01-05)

Chair Mundinger presented her report.

- **Trustees' Association Report.** TACTC President Gene Chase reported on recent and future meetings and activities of the Trustees Association, including the January 22-23 legislative conference, March 19 new trustee orientation, April 4 joint board of directors/legislative steering committee meeting, and the May 15-17 spring conference. Gene also commented on the University of Washington North proposal.
- **Presidents' Association Report.** WACTC President-elect Don Bressler reported on the January 24-25 WACTC meeting, follow up to a recent meeting of the presidents and Microsoft, the timeline the 2009-11 budget process, and quality and performance management issues.
- **P-20 Council Update.** Erin Mundinger reported on the December 21 meeting of the P-20 Council. She chairs The English Language Learners work group, which reported out to the full Council at the meeting.
- **"Parking Lot" Items.** An updated list of the State Board's Parking Lot items was presented to Board for their review. The Executive Committee of the Board will continue to review the list following each meeting. This will become a regular item under the Chair's Report.
- **Seattle Central Community College Property Acquisition (Resolution 08-01-01).** The Board's executive session discussion earlier in the meeting resulted in the following action:

Moved by Jim Bricker and seconded by Sharon Fairchild that the State Board adopt Resolution 08-01-01 (ATTACHMENT #1) relating to the acquisition of property by Seattle Central Community College.

MOTION CARRIED.

- **Delegation of Authority (Resolution 08-01-05).** The Board took the following action related to the CIS Rehosting Project:

Moved by Jim Bricker and seconded by Tom Koenninger that the State Board adopt Resolution 08-01-05 (ATTACHMENT #2) delegating authority to the SBCTC executive director to authorize a contract in excess of \$100,000 for an independent assessment of the system re-hosting project.

MOTION CARRIED.

ADOPTION OF CONSENT AGENDA (Resolutions 08-01-02, 08-01-03)

MOTION: Moved by Beth Willis and seconded by Lyle Quasim that the State Board adopt the consent agenda for its January 31, 2008 regular meeting as follows:

- a) Approval of December 5, 2007 State Board regular meeting minutes***
- b) Approval of December 19, 2007 State Board special meeting minutes***
- c) Resolution 08-01-02 (ATTACHMENT #3) – Additional TIAA-CREF Investment Options***
- d) Resolution 08-01-03 (ATTACHMENT #4) – Olympic College Property Acquisition***

MOTION CARRIED.

APPROVAL OF 2008 EARLY LEARNING REPORT (Resolution 08-01-04)

Jan Yoshiwara and Michelle Andreas of the State Board staff presented the early learning study findings and recommendations for the Board's consideration and adoption. The Board reviewed and discussed preliminary findings at its December 2007 meeting. The comprehensive study was conducted in response to legislative request. Study research findings and recommendations align with SBCTC values, system direction, and goals to strengthen the state's economy and increase student educational attainment.

MOTION: Moved by Tom Koenninger and seconded by Jim Bricker that the State Board adopt Resolution 08-01-04 (ATTACHMENT #5) approving the 2008 Early Learning Report and recommendations.

MOTION CARRIED.

STUDENT LISTENING TASK FORCE REPORT

Tom Koenninger, Task Force Chair, and Chris Reykdal of the State Board staff reported on the progress and activities of the Student Listening Task Force. The Task Force was formed by the State Board to capture systemic feedback from students on their perceptions and experiences with the community and technical college system. Task Force consultant Jennifer Purcell presented the results and findings of an electronic survey of students that was launched in late October, including regional and demographic breakdowns. The Board used the presentation to develop a list of preliminary focus group topics. A final report will be developed following Board feedback and requests for additional analysis. An action plan will be presented to the Board for discussion at its March 2008 meeting.

TECHNOLOGY TRANSFORMATION TASK FORCE REPORT

In the interest of time, this item was postponed until the March 12-13, 2008 State Board meeting.

2009-11 BUDGET DEVELOPMENT PROCESS

Mary Alice Grobins, Denise Graham, and Tom Henderson of the State Board staff reported that development work is beginning on the college system's 2009-11 biennium operating and capital budget requests. The Board is scheduled to approve the elements of the capital budget at its June 2008 meeting, and the operating budget at its September 2008 meeting. The Board

reviewed a draft budget development timeline at its December 2007 meeting. Staff reviewed budget context information with the Board to facilitate its discussion of strategic directions for the 2009-11 budget request. Early guidance was sought from the Board on the operating and capital budgets in order to frame the budget development processes. Individual Board members summarized their top priorities for consideration.

FY 2009 OPERATING BUDGET ALLOCATIONS & TUITION RATES

In the interest of time, this item was postponed until the March 12-13, 2008 State Board meeting.

FALL 2007 ENROLLMENT REPORT

In the interest of time, this item was postponed until the March 12-13, 2008 State Board meeting.

BOARD MEMBER NOTES

There were no comments or reports from Board members.

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 January 31, 2008 at 4:00 p.m. The next regular meeting of the State Board is scheduled for March 12-13, 2008 at the State Board Office in Olympia.

Erin Munding, Chair

ATTEST:

Charles N. Earl

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 08-01-01

A resolution pertaining to the Seattle Central Community College property acquisition.

WHEREAS the State Board for Community and Technical Colleges has statutory authority of eminent domain under RCW 28B.50.090(15); and

WHEREAS the State Board has agreed to seek condemnation to secure the purchase of the Atlas property located at 1515 Broadway, Seattle, Washington (Parcel# 6003000510); and

WHEREAS the Seattle Board of Trustees has moved for and formally requested the State Board to consider condemnation,

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges finds that the property is needed to provide surge space for displaced instructional programs during major renovations and ultimately for computer labs, and

BE IT FURTHER RESOLVED that the State Board will notify the seller in writing of its intent to exercise the power of eminent domain to secure the Atlas property located at 1515 Broadway, Seattle, Washington.

APPROVED AND ADOPTED on January 31, 2008.

Erin Munding, Chair

ATTEST:

Charles N. Earl, Secretary

STATE OF WASHINGTON

STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 08-01-05

A resolution related to delegation of authority to the Executive Director.

WHEREAS the college system Rehosting project has encountered a number of challenges including significant schedule delays; and

WHEREAS it has been determined that an independent assessment by an outside contractor is needed to evaluate the project; and

WHEREAS the Information Services Board has concurred with the need for an independent assessment; and

WHEREAS it has been determined that the contract for the outside contractor should be let by the State Board; and

WHEREAS the executive director has delegated authority from the State Board to approve contracts not to exceed \$100,000 and the contract for an independent assessment is expected to exceed this authority,

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges delegate signature authority to the executive director to authorize a contract in excess of \$100,000 for an independent assessment of the system Rehosting project.

APPROVED AND ADOPTED on January 31, 2008.

Erin Munding, Chair

ATTEST:

Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 08-01-02

A resolution relating to increasing the number of investment options available to Participants of the State Board 401(a) and 403(b) retirement savings plans.

WHEREAS, the State Board for Community and Technical Colleges desires to recognize the contribution of Eligible Employees of Participating Employers and to reward such contribution by means of providing a Retirement Plan with sufficient investment diversity;

WHEREAS, the State Board wishes to increase Participants' investment choices;

THEREFORE BE IT RESOLVED, effective March 1, 2008, that the State Board for Community and Technical Colleges authorizes the following set of TIAA-CREF mutual fund investment options be provided in addition to the annuity and mutual fund options currently available:

Large-Cap Growth Fund
Equity Index Fund
Managed Allocation Fund II
High Yield Fund II
Bond Fund
Bond Plus Fund II
Inflation-Linked Bond Fund
Short-Term Bond Fund II
Money Market Fund

APPROVED AND ADOPTED on January 31, 2008.


Erin Munding, Chair

ATTEST:


Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 08-01-03

WHEREAS Olympic College has identified property within the master plan boundary that is available for sale; and

WHEREAS the Olympic College Board of Trustees on November 27, 2007, recommended the purchase; and

WHEREAS the college has a reserve balance of sufficient funds for this acquisition,

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorize Olympic College to use up to \$875,000 to acquire property located at 1711 Chester Ave., Bremerton, and to pay appraisal and closing costs associated with the purchase.

APPROVED AND ADOPTED on January 31, 2008.


Erin Munding, Chair

ATTEST:


Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 08-01-04

A resolution to adopt early learning study findings and recommendations. The study is presented in Attachment A.

WHEREAS, The Washington State Legislature directed the State Board for Community and Technical Colleges to conduct a comprehensive study of community and technical college early learning programs under House Bill 2319; and

WHEREAS, Study research, findings and recommendations match SBCTC values, system directions and goals to strengthen the state's economy and increase student educational attainment; and

WHEREAS, System stakeholders, including community and technical college early learning faculty, staff, and administrators, college presidents, and Department of Early Learning representatives, have discussed study findings and support study recommendations;

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges adopt the study findings and six recommendations outlined in the 2008 Early Learning study.

APPROVED AND ADOPTED on January 31, 2008.


Erin Munding, Chair

ATTEST:


Charles N. Earl, Secretary