



STATE BOARD RETREAT

MEETING MINUTES

September 9, 2008

9:00 a.m.

State Board Office – Cascade Conference Room

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**

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
April 15, 2008

<u>Resolution Number</u>	<u>Description</u>	<u>Page in Minutes</u>
----	Adoption of State Board Retreat Agenda	1
08-09-32	Approval of Salary Adjustment for Executive Director	3

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

**September 9, 2008
SBCTC Office, Olympia**

RETREAT MINUTES

ATTENDEES

State Board Members

Erin Mundinger (Chair)
Jim Bricker
Beth Willis
Jim Garrison
Jeff Johnson
Tom Koenninger
Lyle Quasim

Presidents

Jim McLaughlin
Michele Johnson
Jim Walton
Jean Floten

State Board Staff

Charlie Earl
Chris Reykdal
Jan Yoshiwara
Mike Scroggins
Chris Reykdal
Kathy Goebel
DelRae Oderman
Erin Brown
Tom Henderson
Denise Graham
John Boesenberg
Janelle Runyon
David Prince
Cindy Hough
Cable Green

Trustees

Carol Landa-McVicker
Jim Cunningham
Gene Chase
Bob Myers

Faculty

Sandra Schroeder
Nat Hong
Bernal Baca

CALL TO ORDER AND WELCOME

The State Board held its annual retreat on September 9, 2008. Chair Erin Mundinger called the meeting to order at 9:00 a.m. and welcomed those present. Attendees were asked to introduce themselves.

ADOPTION OF AGENDA

Motion: Moved by Tom Koenninger and seconded by Jim Garrison that the State Board adopt its annual retreat agenda for September 9, 2008, as presented.

MOTION CARRIED.

REVIEW OF SYSTEM DIRECTION AND DATA

Presentation by State Board staff members Chris Reykdal, Jan Yoshiwara, Mike Scroggins

The Board adopted the System Direction in 2006 with three major goals over a ten-year period related to economic demand, student success, and innovation. The System Direction has served as the framework for the Board's work through commissioning new system task forces; crafting biennial and supplemental budget requests and legislative agendas; advocacy for policy work by the Higher Education Coordinating Board, Workforce Training and Education Coordinating Board, and P-20 Council; organizing Board meeting agendas and retreat topics;

and approving major projects undertaken by staff. Board members, State Board staff, and system stakeholders reviewed strategies undertaken to implement the System Direction, accomplishments over the first two years, and examined data designed to track progress towards its goals.

FACULTY DIVERSITY

Presentation by State Board staff members Jan Yoshiwara, John Boesenberg, David Prince

The State Board, through the System Direction, recognizes that talented faculty representing the state's diversity is essential to student success. The Board was briefed on the race and ethnic composition of faculty, how they compare to state and student populations, and activities for increasing diversity. Faculty diversity is a greater challenge for colleges than diversity among administrators or staff. Overall, the community and technical college system has made important gains, increasing the diversity of both full- and part-time faculty. Retention for faculty of color is on par with faculty retention overall. Local colleges and statewide efforts are contributing to successful diversity recruitment and retention efforts. However, Latino representation among college faculty has not changed over time, and student diversity is increasing at a faster rate than faculty diversity. Two strategies being employed by Business Opportunities for Leadership Diversity (BOLD) companies and by colleges can be explored. Focus should be on finding younger people of color who are early in their careers. Outreach to prospective college graduates of color, internships, and use of websites are all tools being used by colleges. Work needs to be done on expanding the pipeline of people of color eligible for faculty appointments. Board members and system representatives discussed a variety of strategies used by the community and technical college system to assure recruitment of diverse faculty, statewide recruitment strategies, and a statewide diversity initiative.

2009-11 BIENNIAL BUDGET REQUEST, FISCAL CHALLENGES, AND BOARD ADVOCACY

Presentation by State Board staff members Chris Reykdal and Denise Graham

Board members, State Board staff, and system stakeholders discussed the system's operating budget, tuition increases, and key messages. Discussion focused on whether the 2009-11 operating budget request continues to represent the system's essential needs within the context of the System Direction; strategies for defending the system's needs in light of a very challenging fiscal environment; guidance as the State faces budget challenges at a time when enrollments are growing and demand for college services are rising, to what extent tuition increases should be used to backfill reductions in state funding, and how to balance the goal of affordable access to higher education with the need to maintain funding in order to provide quality educational programs and services to students.

COMMUNITY AND TECHNICAL COLLEGE MISSION STUDY

Presentation by State Board Staff member Jan Yoshiwara, Bellevue CC President Jean Floten, and HECB Executive Director Ann Daley

The Board has expressed interest in examining participation gaps and higher education needs for all residents of the state, the effect of college locations on access, mission changes for
SBCTC Annual Retreat

technical colleges and for community colleges, and growth of applied bachelor's degrees in the college system. These issues can be organized as an examination of how well the community and technical college system is serving the people of Washington. The Board, State Board staff, and system stakeholders discussed the context, approach, process, and work plan for a community and technical college mission study. Discussion focused on study goals and process and the potential for collaborative work with the Higher Education Coordinating Board and universities on baccalaureate access. Jean Floten, president of Bellevue Community College gave a presentation about the comprehensive baccalaureate college model and needs assessment work underway for the central Puget Sound region, and Ann Daley, executive director of the HECB discussed joint efforts on baccalaureate degree access. The Board will receive regular progress reports on the Mission Study beginning in October. A system task force will be created and a staff team assembled to begin analysis of the study elements.

2008-09 SBCTC OFFICE BUDGET

Presentation by State Board staff member Chris Reykdal

Each year an annual budget is created to match staff resources with the major duties and projects of the State Board staff. In August 2008, the State Board staff reorganized. Additionally, the Governor has asked higher education to participate in a spending reduction plan. The 2008-09 proposed SBCTC office budget is reorganized to reflect the new structure and is lower by approximately \$300,000 than was originally anticipated at the beginning of the fiscal year. The Board discussed the overall size of the office budget, the relative priorities of staff with respect to the System Direction, and the nature of office budget reductions. Action on the budget is scheduled in October.

APPROVAL OF EXECUTIVE DIRECTOR SALARY ADJUSTMENT (Resolution 08-09-32)

As the result of a recent decision by Governor Gregoire, State agency executive directors will forego a scheduled 2 percent cost-of-living salary increase that was to become effective September 1, 2008. The Governor determined that the increases were not appropriate given the impact of the national economic situation on Washington State. After consultation with the Executive Director, the Board agreed to comply with the Governor's directive by withholding the previously approved 2 percent salary increase. Board members stated that their decision in no way reflects on the Executive Director's performance, which has been superior.

MOTION: Moved by Jim Garrison and seconded by Tom Koenninger that the State Board adopt Resolution 08-09-32 (ATTACHMENT #1) withholding a previously approved 2 percent salary increase for the Executive Director that was to become effective September 1, 2008, in compliance with Governor Gregoire's directive that state agency heads forego their cost of living increases due to Washington State's current economic situation.

MOTION CARRIED.

OTHER ITEMS

- **CIS Transition.** Mike Scroggins, SBCTC Deputy Executive Director for Information Technology, provided an activities update that focused on the financial aid project, “Go Forward” options assessment for administrative software systems, organizational changes for Bellevue and Olympia information technology staff, 2008-09 CIS budget, and Information Services Board relationship management.
- **Board Member Notes.** Board members reported on their recent campus visits, meetings attended, and activities in which they are currently involved.

ADJOURNMENT/NEXT MEETING

There being no further business, the State Board adjourned annual retreat of September 9, 2008, at 4:45 p.m. p.m. The next regular meeting of the State Board is scheduled for October 22-23, 2008 at Edmonds Community College.

Erin Munding, Chair

ATTEST:

Charles N. Earl

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 08-09-32

A resolution relating to the contractual terms of the Executive Director of the State Board for Community and Technical Colleges.

WHEREAS, a comprehensive evaluation process was conducted, including internal and external stakeholders, that concluded that the Executive Director's work was both high quality and effective;

WHEREAS, on August 1, 2008 the State Board acted to increase the Executive Director's salary by 2% effective September 1, 2008, as provided by the State Legislature and as partial recognition of superior work performance;

WHEREAS, Governor Gregoire issued a letter on August 29, 2008 directing State Agency directors to forego the scheduled 2% salary increase effective September 1, 2008, indicating that the increases were deserved but not appropriate given the impact of the national economic situation on Washington State;

WHEREAS, the State Board is in agreement with the Governor's directive not to increase the SBCTC agency head salary at this time;

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges, with the Executive Director's agreement, withholds the previously approved 2% salary increase that was effective September 1, 2008.

BE IT FURTHER RESOLVED that the State Board for Community and Technical Colleges extends its appreciation for the Executive Director's continued leadership and dedication to the community and technical college system.

APPROVED AND ADOPTED on September 9, 2008.

Erin Munding, Chair

ATTEST:

Charles N. Earl, Secretary