



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

**MEETING MINUTES**

**May 7, 2009**

**State Board Members**

**Erin Munding (Chair), Omak  
Jim Bricker, Coupeville  
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**

**ACTION INDEX**  
**May 7, 2009**

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

**Regular Meeting Minutes  
May 7, 2009  
Lake Washington Technical College**

The State Board held a study session on May 6, 2009, from 1:00 p.m. to 5:00 p.m. at Lake Washington Technical College in Kirkland to receive a legislative update and budget implementation briefing and to discuss 2009-10 tuition rates, operating and capital budget allocations, SBCTC office budget, and consideration of a financial emergency declaration. The Board convened in Executive Session from 1:45 p.m. to 2:15 p.m. to review the performance of a public official. No action was taken at the study session or executive session.

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State Board Members Present: Erin Munding (Chair), Jim Bricker, Tom Koenninger, Lyle Quasim, Beth Willis, Jim Garrison

State Board Members Absent: Sharon Fairchild, Jeff Johnson

**CALL TO ORDER AND WELCOME**

Chair Erin Munding called the meeting to order at 8:30 a.m. She welcomed those present and asked audience members to introduce themselves. She thanked the Lake Washington Technical College president, trustees, and staff for hosting the meeting and for dinner the previous evening that was prepared by the college's culinary arts students.

**ADOPTION OF AGENDA**

***MOTION: Moved by Tom Koenninger and seconded by Beth Willis that the State Board adopt its May 7, 2009 regular meeting agenda as amended.***

***MOTION CARRIED.***

**ADOPTION OF CONSENT AGENDA**

***MOTION: Moved by Tom Koenninger and seconded by Beth Willis that the State Board adopt the consent agenda for its May 7, 2009 regular meeting as follows:***

- a) Approval of April 2, 2009 State Board regular meeting minutes.***
- b) Resolution 09-05-03 (ATTACHMENT #1) Approval of 2009-10 SBCTC meeting schedule.***

***MOTION CARRIED.***

**HOST COLLEGE PRESENTATION**

President Dr. Sharon McGavick welcomed the State Board and staff to Lake Washington Technical College and provided a brief overview of the college and its mission to prepare students for today's careers and tomorrow's opportunities. She noted that the college is making a conscious effort to expand and offer career pathways for its students while continuing to provide traditional technical programs. President McGavick thanked the State Board for its work in support of recently adopted legislation that allows public technical colleges to offer degrees that prepare students to transfer to certain bachelor degree programs. Nancy Dick, Dean for Applied Design Programs provided information on the Bachelor of Technology in Applied Design Program at Lake Washington and

presented a video produced by the LWTC marketing department that showcased the new degree option.

#### **APPROVAL OF 2009-10 TUITION RATES (Resolution 09-05-04)**

Chris Reykdal and Denise Graham of the state board staff presented a recommendation to approve tuition and fees for 2009-10 as outlined in the Board's agenda materials. The Board reviewed, discussed, and received public comments on the recommendation at its study session the previous day. Denise distributed a revised resolution and attachment for the Board's consideration that rounds tuition rates at each credit load to the nearest dollar.

The State Board received a delegation of tuition rate increase authority from the Legislature allowing community college resident lower-division student tuition rates to increase, on average, by up to seven percent per year in the 2009-11 biennium. The State Board has statutory authority to set community college non-resident lower-division student tuition rates. In addition, the State Board is responsible for setting tuition for upper-division students enrolled in the system's applied baccalaureate programs at the same level as the state's regional universities. Boards of technical colleges have statutory authority to set tuition and fee rates for each technical college; however, the rate of increase for technical colleges is limited to the percent increase adopted by the State Board for the community colleges.

The recommendations for tuition increases for academic year 2009-10 include:

- Increases lower-division resident student tuition by 7 percent across all credit loads.
- Increases lower-division non-resident student tuition by the same dollar amount as resident students.
- Increases tuition for upper-division courses in applied baccalaureate programs by 14 percent across all credit loads.

***MOTION: Moved by Jim Garrison and seconded by Lyle Quasim that the State Board adopt Revised Resolution 09-05-04 (ATTACHMENT #2) to approve 2009-10 tuition and fee rates as described in the resolution and attachments.***

***MOTION CARRIED.***

#### **APPROVAL OF 2009-10 OPERATING BUDGET ALLOCATIONS (Resolution 09-05-05)**

Chris Reykdal of the State Board staff presented a recommendation for an initial operating budget allocation that distributes budget reductions and variable allocations, delegates authority to the Executive Director to approve future allocations, and earmarks funding for certain specified uses. The Board reviewed, discussed, and received public comment on the recommendation at its study session the previous day.

Chris reported that the 2009-11 biennium operating budget was passed by the Legislature in late April and will be signed by the Governor on or before May 19, 2009. The community and technical college system's FY 2010 base funding was reduced by \$82.4 million, of which \$32.1 million has been allocated to the colleges in the current fiscal year (FY 2009). The remaining \$50.3 million budget reduction will be distributed to the system in the initial allocation.

The Legislature appropriated \$1,374,876,000 to the community and technical college system for operating expenditures in the 2009-11 biennium. FY 2010 appropriations total \$684,828,000. The

community and technical college system's share of the budget reduction is \$164.9 million for the 2009-11 biennium, a 10.8 percent reduction. The FY 2010 reduction is \$82.4 million, of which \$32.1 million was adopted in the 2009 supplemental budget and allocated to the system in March 2009. The remaining \$50.3 million reduction will be distributed to the system in the initial FY 2010 allocation.

In addition to budget reductions, the Legislature provided a limited amount of new funding to expand the Health Employee Education and Training Program and to enhance technology transformation for on-line distance learning and open courseware technology.

***MOTION: Moved by Tom Koenninger and seconded by Lyle Quasim that the State Board adopt Resolution 09-05-05 (ATTACHMENT #3) to approve operating budget allocations for 2009-10 and to delegate authority to the Executive Director to approve future allocations as described in the resolution and attachments.***

***MOTION CARRIED.***

#### **APPROVAL OF 2009-11 CAPITAL BUDGET ALLOCATIONS (Resolution 09-05-06)**

Tom Henderson of the State Board staff presented a recommendation allocating new appropriations to colleges, delegating authority to the Executive Director to approve emergency fund transfers, authorizing colleges' use of non-state local funds for matching projects and for alternative financing projects. The Board reviewed, discussed, and received public comment on the recommendations at its study session the previous day.

The Legislature passed a \$3 billion capital budget in late April, and the Governor will sign the bill into law on or before May 19, 2009. New appropriations for the two-year college system total \$344.8 million plus \$55.5 million in state financed Certificates of Participation (COPs) to finance major projects at two colleges. The \$400.3 million total budget compares to \$534.6 million in the 2007-09 biennium. The capital budget provides emergency preservation and program related funding for the 34 community and technical colleges. In addition, the capital budget provides authorization for locally financed COPs for colleges. These alternatively financed projects secure bonding through the State Treasurer with debt service paid from the colleges' operating revenues and building fees. Tom reviewed a summary of the final SBCTC capital budget passed by the Legislature as outlined in the Board's agenda materials.

Tom noted that projects currently identified in the pipeline will exceed available funding next biennium. Another concern is created by a number of projects that emerged on the list during the final negotiations of the budget. These projects will be subject to further review by the WACTC Capital Budget Committee, and staff will report the results to the Board at a future meeting.

***MOTION: Moved by Beth Willis and seconded by Tom Koenninger that the State Board adopt Resolution 09-05-06 (ATTACHMENT #4) to approve capital budget allocations for 2009-11 and to delegate authority to the Executive Director to approve emergency fund transfers as described in the resolution and attachments.***

***MOTION CARRIED.***

### **SYSTEM TECHNOLOGY UPDATE**

Mike Scroggins of the State Board staff updated the Board on the system's Go Forward Project. He reported that the State Board and college system, through the Strategic Technology Plan, recognize the need to have 21<sup>st</sup> century information technology administrative tools and services. These foundational administrative tools support college business operations and provide data for teaching and learning and student services operations. Although the current administrative tools have served the system well for decades, they are outdated and urgently need to be replaced. The current state of the administrative software and hardware threatens business continuity. Mike briefed the Board on the potential options that have been identified to transition the system's administrative technology tools into the 21<sup>st</sup> century.

Discussion focused on the principles to be considered as the SBCTC Information Technology Division quickly stabilizes the current administrative computing systems, the principles to be considered as decisions are made to move the college system into the 21<sup>st</sup> century administrative technology tools and services, and how the system should fund and sustain modern administrative tools and services. Mike reported on the immediate activities needed to maintain college business continuity and issues that support the long-term vision embedded in the Strategic Technology Plan.

### **MISSION STUDY TASK FORCE UPDATE**

Task Force Chair Jim Garrison and Jan Yoshiwara of the State Board staff provided an update on the progress of the Mission Study Task Force. The Task Force met on April 22, 2009. Presentations and discussion at that meeting focused on major trends to impact colleges in the next two decades and the implications for change in the college system. In addition, staff provided an analysis of the advantages and disadvantages of three governance models for colleges and a comparative analysis of expenditure efficiencies among colleges and universities in the state. Jan distributed a summary of themes and trends that emerged from small and large group discussions at the April 22 meeting. The June Task Force meeting will focus on system-level administrative efficiencies through technology. Bellevue College President Jean Floten reported on recent meetings of a new "Planning Our Future" WACTC subcommittee that is focused on critical core mission areas. It is the Task Force's intention to integrate mission discussions that

### **DIRECTOR'S REPORT**

Executive Director Charlie Earl reported on the following items:

- Higher Education Coordinating Board System Design Study Workgroup
- Revised Instructions Related to Freezes (HB 2328)
- Report on May 5, 2009 Workforce Training and Education Coordinating Board Meeting
- SBCTC Staff Congressional Testimony to House Education Subcommittee/Adult Literacy
- College Spark Washington Grants
- I-BEST Program Evaluation Summary

## **CHAIR'S REPORT**

Chair Mundinger and system leaders reported as follows:

- **Trustees' Association Report.** TACTC President Carol Landa-McVicker announced that this would be her last report as TACTC president and expressed her appreciation to the Board for involving the trustees in its decision-making processes. Debra Lisser, Skagit Valley College trustee, will serve as president of the trustees' association for 2009-10. Carol encouraged Board members to attend the May 14-15 TACTC spring conference and noted conference highlights. She recognized TACTC administrator, Cindy Hough, who is retiring at the end of June. On behalf of the State Board and staff, Chair Mundinger thanked Carol for her leadership and service to the Trustees' Association and the two-year college system.
- **Presidents' Association Report.** WACTC President Don Bressler reported on the April 30-May 1 WACTC meeting in Wenatchee. At their meeting, the presidents continued a discussion on efficiencies, effectiveness, and strategic position for the future, among other topics. Don reported on the mission study work of the presidents' group and updated the Board on the work of the WACTC committees.
- **Parking Lot Items.** An updated list of the State Board's Parking Lot items was presented for review. No items were added from the April meeting. The Executive Committee will continue to examine and revise the list following each Board meeting.
- **Nominating Committee Appointment for State Board Officers.** Beth Willis, Lyle Quasim, and Jim Garrison agreed to serve on the nominating committee for the election of State Board officers for 2009-10. Election of officers (chair and vice chair) is scheduled for the June meeting.

## **BOARD MEMBER NOTES**

- Jim Bricker announced that Shoreline Community College's Advanced Automotive Program is the recipient of PEMCO's "Visionary Award."
- Jim Garrison, Lyle Quasim, and Beth Willis reported on their recent campus visits to community and technical colleges across the state.
- Tom Koenninger noted that he will be the commencement speaker at Centralia College's graduation ceremony on June 12.

## **ADJOURNMENT/NEXT MEETING**

There being no further business, the State Board adjourned its regular meeting of May 7, 2009 at 12:00 p.m. The Board will hold its next meeting on June 10-11, 2009 at Yakima Valley Community College.

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Erin Mundinger, Chair

ATTEST:

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Charles N. Earl, Secretary

**STATE OF WASHINGTON**

**STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES**

**RESOLUTION 09-05-03**

**WHEREAS** the State Board adopts its meeting schedule for the fiscal year for publication in the *Washington State Register*;

**THEREFORE BE IT RESOLVED** that the State Board has agreed upon the following meeting dates and locations for 2009-10:

July 28, 2009 (joint meeting w/HECB)	Clover Park Technical College
September 23-25, 2009 (retreat)	State Board Office
October 28-29, 2009	TBD
December 2-3, 2009	Clover Park Technical College
February 3-4, 2010	State Board Office
March 17-18, 2010	State Board Office
May 5-6, 2010	Walla Walla Community College
June 16-17, 2010	Peninsula College

**APPROVED AND ADOPTED** on May 7, 2009.

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Erin Munding, Chair

**ATTEST:**

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Charles N. Earl, Secretary

**STATE OF WASHINGTON  
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES  
RESOLUTION 09-05-04  
(Revised)**

A resolution relating to 2009-10 Tuition and Fees.

**WHEREAS**, the Legislature adopted substantial budget reductions in state funds for the 2009-11 biennium for the community and technical colleges with the intent to backfill some of those cuts with tuition; and

**WHEREAS**, the Legislature's biennial budget provides that resident lower division student tuition and fees may be increased by a maximum of an average of seven percent per year by the State Board for Community and Technical Colleges; and

**WHEREAS**, the Legislature has passed SSB 5734 (An Act Relating to Tuition and Fees) delegating authority to set tuition and fees for nonresident students to the State Board for Community and Technical Colleges; and

**WHEREAS**, the Legislature has enacted RCW 28B.15.069 establishing that tuition and fees for upper division courses not exceed rates at the regional universities; and

**WHEREAS**, the State Board for Community and Technical colleges adopted a tuition and fee policy for students enrolled in applied baccalaureate degree programs; and

**WHEREAS**, the Legislature has limited increases in technical college tuition and S&A fees to the same increases as community college operating fees.

**THEREFORE BE IT RESOLVED** that the State Board for Community and Technical Colleges:

Adopts the community college lower division course tuition and fee schedule and rates for 2009-10 as set forth in Attachment B Revised;

Limits the maximum increase in technical college tuition and S&A fees for 2009-10 to seven percent as set forth in Attachment B Revised;

Adopts the community college upper division course tuition and fee schedule and rates for 2009-10 as set forth in Attachment B Revised.

**BE IT FURTHER RESOLVED**, that the State Board for Community and Technical Colleges authorizes the Executive Director to make adjustments, as necessary, to correct computational errors.

**APPROVED AND ADOPTED** on May 7, 2009.

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Erin Mundinger, Chair

**ATTEST:**

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Charles N. Earl, Secretary

**STATE OF WASHINGTON**

**STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES**

**RESOLUTION 09-05-05**

A resolution relating to the 2009-11 operating budget.

**WHEREAS** the 2009-11 operating budget has been passed by the Legislature appropriating funds for the Community and Technical Colleges for the next two years, and

**WHEREAS** the State Board has the authority to award and allocate appropriated federal funds, state general funds, and Education Legacy Trust Account funds; and

**WHEREAS** the funds appropriated to the State Board for Community and Technical colleges in the 2009-11 omnibus appropriations act for fiscal year 2010 comprises General Fund-State of \$620,071,000, Education Legacy Trust Fund of \$47,586,000, and General Fund-Federal of \$17,171,000 as displayed on the Attachment A - Source of Funds Statement;

**NOW THEREFORE BE IT RESOLVED** that the State Board for Community and Technical Colleges:

1. Approves the FY 2010 distribution of \$684,828,000 in appropriations to community and technical college districts and to State Board programs and office operations;
2. Approves the FY 2010 initial allocation of operating funds totaling \$658,743,817 as displayed on Attachment C – Initial Allocations;
3. Authorizes the Executive Director to allocate an additional \$26,084,183 throughout the year for items found in Section 4 of Attachment E - Use of Funds;
4. Requires allocations for the following be spent only for those purposes: Aerospace Apprenticeships, Applied Baccalaureates, Basic Skills Enhancements, Centers of Excellence, Disability Accommodations, Displaced Homemakers, Employment Resource Center, Gateway Center, University Center of North Puget Sound, Opportunity Grants, Students of Color, University Contracts, Worker Retraining, Workforce Development Projects, and Workplace-Based Instructional Programs.

**BE IT FURTHER RESOLVED**, that the State Board for Community and Technical Colleges authorizes the Executive Director to make adjustments, as necessary, for actions taken by the Governor, computational errors, data corrections, externally imposed restrictions or guidelines, legislative appropriation provisos, restrictions, guidelines, uniform accounting and reporting requirements, and unanticipated changes in state or federal funding.

**APPROVED AND ADOPTED** May 7, 2009.

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Erin Mundinger, Chair

**ATTEST:**

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Charles N. Earl, Secretary

*\*Attachments available upon request*

**STATE OF WASHINGTON**

**STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES**

**RESOLUTION 09-05-06**

A resolution relating to the 2009-11 capital budget.

**WHEREAS** the 2009-11 capital budget has been passed by the Legislature setting forth the capital program for Community and Technical Colleges for the next two years, and

**WHEREAS** the 2009-11 capital budget includes funding for renovation, replacement, matching fund, infrastructure, and growth projects, minor works and repairs;

**NOW THEREFORE BE IT RESOLVED** that the State Board for Community and Technical Colleges distribute \$262,843,990 in appropriations for renovation, replacement matching fund, infrastructure and growth projects as presented in Attachment B; and

**BE IT RESOLVED** that the State Board for Community and Technical Colleges approve expenditure of local funds and the COP financing authorized by the Legislature (\$123,890,000) for alternatively financed projects as described in Attachment F; and

**BE IT RESOLVED** that the State Board for Community and Technical Colleges allocate \$15,116,000 in Minor Works Preservation and \$13,572,000 in Minor Works Program funds as presented in Attachment C; and

**BE IT RESOLVED** that the State Board for Community and Technical Colleges hereby allocates \$29,738,000 for Repairs "A" as presented in Attachment D; and

**BE IT RESOLVED** that the State Board for Community and Technical Colleges allocate \$22,800,000 for maintenance and operation funding to replace M&O dollars transferred to capital per Attachment E; and

**BE IT RESOLVED** that the Executive Director be authorized to make adjustments as may be necessary in response to actions taken by the Governor, for computational errors, data corrections, externally-imposed restrictions or guidelines, legislative appropriation provisos, restrictions, guidelines, and uniform accounting and reporting requirements; and

**BE IT FURTHER RESOLVED** that the Executive Director be authorized to authorize expenditure of local funds for matching projects and local funds associated with projects included in the 2009-11 capital budget.

**APPROVED AND ADOPTED** May 7, 2009.

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Erin Mundinger, Chair

**ATTEST:**

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Charles N. Earl, Secretary

*\*Attachments available upon request*