



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

MEETING MINUTES

December 1, 2011

State Board Members

**Sharon Fairchild (Chair), Spokane
Beth Willis (Vice Chair), Lakewood
Jim Bricker, Coupeville
Erin Munding, Omak
Shaunta Hyde, Lake Forest Park
Elizabeth Chen, Federal Way
Anne Fennessy, Seattle
Wayne Martin, Richland
Larry Brown, Auburn**

State of Washington
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
Olympia

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December 1, 2011

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

**Regular Meeting Minutes
December 1, 2011
Renton Technical College, Renton, WA**

The State Board held a study session on November 30, from 1:30 p.m. to 5:00 p.m. at Tacoma Community College in Tacoma, WA. The Board heard a presentation from the Student Legislative Academy as well as from students involved in the Open Course Library. The Board discussed the Mission Study Student Success Strategies and the Efficiency study overview.

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State Board Members Present: Sharon Fairchild (Chair), Beth Willis (Vice Chair), Jim Bricker, Erin Munding, Shaunta Hyde, Elizabeth Chen, Anne Fennessy, Wayne Martin

State Board Members Absent: Larry Brown

CALL TO ORDER AND WELCOME

Chair Sharon Fairchild called the meeting to order at 8:30 a.m., welcomed those present and asked for self-introductions.

ADOPTION OF REGULAR MEETING AGENDA

Chair Fairchild recommended that Tab 7, Efficiency Study Report be amended to a discussion item instead of an action item to allow more time for the Board to review the report and then take action during a Special Meeting later in December 2011.

MOTION: Moved by Jim Bricker and seconded by Beth Willis that the State Board adopt its December 1, 2011 regular meeting agenda as amended.

MOTION CARRIED.

HOST COLLEGE PRESENTATION

Pamela Transue, President of Tacoma Community College (TCC) welcomed the State Board and staff to the TCC campus. She presented that despite budget woes and rising tuition, faculty staff and students on the TCC campus were excelling. She noted that TCC had been named a leader college by the National Achieve the Dream movement and that her staff presenters would be discussing with the Board how they achieved that. She introduced staff presenters; Silvia Barajas, Vice President of Administrative Services, Mary Chikwinya, Vice President of Student Services, Tim Stokes, Executive Vice President, Academic and Student Affairs, and Dan Small, Vice President for Institutional Advancement.

Staff presenters showed a video to explain some of their pathways to completion. In 2010 the college held their largest completion cohort. Along the pathway they have to implement multiple strategies not just a few that were highlighted in video.

ADOPTION OF CONSENT AGENDA (Resolutions 11-12-64 through 11-12-68)

MOTION: Moved by Jim Bricker and seconded by Beth Willis that the State Board adopt the consent agenda for its December 1, 2011 regular meeting as follows:

- a) Approval of October 27, 2011 State Board regular meeting minutes***
- b) Resolution 11-12-64 (ATTACHMENT #1): Addition to SBCTC 2012 Supplemental Budget Request***
- c) Resolution 11-12-65 (ATTACHMENT #2): Bates TC Local Expenditure Authority, Energy Savings Projects***
- d) Resolution 11-12-66 (ATTACHMENT #3): Bellevue College Additional Local Expenditure Authority, Warehouse Acquisition and Bookstore Remodel***
- e) Resolution 11-12-67 (ATTACHMENT #4): Clark College Local Expenditure Authority, Early Learning Center***
- f) Resolution 11-12-68 (ATTACHMENT #5): Skagit Valley Local Expenditure Authority, Lewis Hall***

MOTION CARRIED.

2011 EFFICIENCY STUDY REPORT

Jan Yoshiwara of the State Board staff presented that in 2010 the Legislature passed ESSB 6359 to encourage further community and technical college efficiencies in order to enhance student access and success, strengthen academic programs, and develop and retain high quality faculty. The State Board is responsible for submitting three reports to the appropriate legislative committees. The Board approved a Preliminary Report in December 2010 that was transmitted to the Legislature. The Board is required to submit a report on regional and statewide efficiency opportunities in December 2011, and a report on potential college district consolidations in December 2012.

During the prior days study session Jan presented main changes the report had been through in the past week during discussions with the efficiency committee. In general the committee looked at ways to reduce costs to students, ways to speed students toward degrees and focus on first year retention, ways the system can share curriculum and resources, standardizing process for students to make things easier for them and outsourcing IT functions such as email systems.

Jan discussed the proposed review process timeline and noted that the Board would take action on the study during a special conference call State Board meeting on December 21, 2011.

EXECUTIVE DIRECTORS REPORT

- Statewide Accountability Report – Tuition Waivers
- ctcLink Project Update
- Governor's Higher Education Steering Committee
- Higher Education Coordinating Board Master Plan Update
- State Board Work Agenda

BUDGET UPDATE

Denise Graham of the State Board staff presented as well as Ed Brewster, Chair of the WACTC Operating Budget Committee. She noted that the Governor had called a special session that began on November 28th in order to fill a new budget deficit of \$1.6 billion (\$1.4 billion including the state's Rainy Day fund). The Governor released her budget and revenue proposal November 21st.

The Governor proposes cutting state general fund expenditures by \$1.7 billion over the current biennium, with an additional \$250 million in fund transfers and reductions to local governments, leaving an ending fund balance of \$601 million.

The Governor's proposal would reduce higher education institution funding by \$160 million; \$75 million to the community and technical colleges (13 percent of FY 2013 state funding). Based on information provided by the colleges, we have projected that another 10 percent reduction in state funding will result in additional declines in enrollment. The Governor's proposed 13 percent budget cut would result in a similar decline, to about 142,000 FTES, or 40,000 fewer students served compared to FY 2011.

2012 LEGISLATIVE AGENDA (RESOLUTION 11-12-69)

Deb Merle of the State Board staff presented that while the system is on record with 2011-13 biennial capital, operating and policy requests, the following items are recommended by State Board staff and/or WACTC for focused attention at this time.

1. Preserve State Funding for Higher Education
2. Maintain State Need Grant and Affordability for Students
3. Authorize Financing for New Administrative System (ctcLink Project for ERP)
4. Fund M & O for Instruction Space for Alternatively Financed Projects
5. Add Higher Education Representation on the Select Committee for Pension Policy
6. Provide Management Flexibility and Regulatory Relief

A draft Legislative Agenda Flyer was presented to the Board for final approval. The flyer offered a brief explanation of each of the topics above, as well as noting efficiencies that have been employed and cuts that have been taken in our system since the recession began. The Board requested a proposed amendment to the Legislative Agenda. It was voted on and approved for inclusion in the Legislative Agenda.

MOTION: Moved by Erin Mundinger and seconded by Jim Bricker to amend Resolution 11-12-69 by adding the item, support capital requests.

MOTION: Moved by Erin Mundinger and seconded by Jim Bricker that the State Board adopt Resolution 11-12-69 (ATTACHMENT #6) to approve 2012 Legislative Agenda

MOTION CARRIED.

STUDENT ACHIEVEMENT INITIATIVE REVIEW PROCESS

David Prince of the State Board staff presented that when the State Board adopted the Student Achievement Initiative in 2006-07, it said that the initiative would be re-examined after a five year period for how it was working and for any necessary changes. This past summer, WACTC also expressed interest in a review of both the measurement metrics and the funding model.

The Student Achievement Initiative was adopted as Board policy in September 2007 after a yearlong task force and technical advisory committee met to design and recommend both metrics and a funding model.

Due to the innovative nature of both the measures and the funding model, Columbia University's Community College Research Center (CCRC) sought and received private funding to evaluate Washington's Student Achievement Initiative over the five year implementation of the Initiative. While the interim evaluation results were largely positive, adjustments to implementation were made in response to CCRC's recommendations. In 2011-12, CCRC will be conducting the final phase of their evaluation with preliminary results in February 2012 and final results available in Fall 2012.

In July 2011 WACTC devoted an academy to Student Achievement and performance funding. As an outcome, the Presidents decided to re-examine the Student Achievement Initiative, which is consistent with the Board's stated intent to review it after five years. The work was assigned to the Education Committee of WACTC, which approved a system Advisory Group along with a work plan and study questions. The Advisory Group and work plan were subsequently endorsed by WACTC.

Staff recommends that the Board meets with representatives from the Advisory Group over the coming year to discuss analyses and progress on the Student Achievement evaluation.

CHAIR'S REPORT

Chair Fairchild presented her report:

- **Trustees' Association Report.** TACTC President Tom Malone reported on the topics of: the Association Seminar, Legislation Strategy and the TACTC One-Pager, Student Legislative Academy and other ongoing issues.
- **Presidents' Association Report.** WACTC President Gerald Pumphrey gave a brief report on what each of the WACTC committees were working on.
- **Parking Lot Items.** A list of the State Board's "Parking Lot" items was presented for review and updates.

ADJOURNMENT/NEXT MEETING

There being no further business, the State Board adjourned its regular meeting of December 1, 2011 at 12:20 p.m. The State Board will hold its next regular business meeting February 1-2, 2012 at the State Board Office in Olympia.

Sharon Fairchild, Chair

ATTEST:

Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 11-12-64

A resolution relating to additions to the 2012 Supplemental Capital Budget Request.

WHEREAS, The 2012 Supplemental Capital Budget Request was approved by the State Board on September 14, 2011; and

WHEREAS, Community Colleges of Spokane facility in the Hillyard neighborhood will be acquired and demolished by the WSDOT for future freeway construction and the district is requesting authority for a \$3,100,000 Certificate of Participation (COP) for an Institute for Extended Learning addition to the Student Services Building; and


WHEREAS, Cascadia Community College is requesting authority for a \$5,900,000 COP for their portion of the shared UWB/Cascadia Student Union Building.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges approves adding COP financing authority to the 2012 Supplemental Capital Budget Request for the Community Colleges of Spokane's Institute for Extended Learning addition to the Student Services Building and for Cascadia Community College's portion of the shared UWB/Cascadia Student Union building.

APPROVED AND ADOPTED on December 1, 2011.


Sharon Fairchild, Chair

ATTEST:


Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 11-12-65

A resolution relating to Bates Technical College's local expenditure authority for their Energy Savings Project.

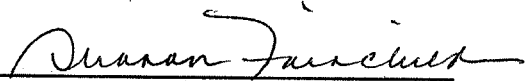
WHEREAS, As part of Bates Technical College's Energy Savings Project the college will be upgrading electrical, plumbing and mechanical systems on their downtown, South and Mohler campuses; and

WHEREAS, the college received \$446,000 in utility rebates, \$1,361,000 from a COP, and \$2,125,000 through a Department of Commerce Jobs Act Grant; and

WHEREAS, the remainder of the balance was appropriated by the State for facility repairs.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorizes Bates Technical College to expend up to \$4,000,000 in local capital funds for their Energy Savings Project.

APPROVED AND ADOPTED on December 1, 2011.


Sharon Fairchild, Chair

ATTEST:


Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 11-12-66

A resolution relating to Bellevue College's local expenditure authority for the Warehouse Acquisition and Bookstore Remodel.

WHEREAS, the project is part of the college's facility master plan goal to maximize flexibility of current facilities and provide a safe, healthy and accessible place for learning, including auxiliary spaces for student, faculty and staff; and

WHEREAS, the State Board approved prior local spending authority, equaling \$3,500,000, for Bellevue College's Warehouse Acquisition and Bookstore Remodel (resolution 10-09-38); and

WHEREAS, construction is costing more than anticipated because the college identified additional work to improve the flow of the student welcome center and the college is asking for approval to use an additional \$500,000 in local funds to finish the project; and

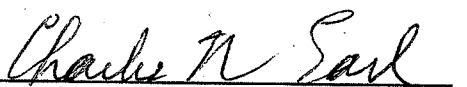
WHEREAS, the college has sufficient local capital funds.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorizes Bellevue College local expenditure authority, not to exceed \$4,000,000, for the Warehouse Acquisition and Bookstore Remodel.

APPROVED AND ADOPTED on December 1, 2011.


Sharon Fairchild, Chair

ATTEST:


Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 11-12-67

A resolution relating to Clark College's local expenditure authority for the Early Learning Center.

WHEREAS, in the 2007-09 Capital Budget, the State appropriated \$1,000,000 and the college committed \$1,000,000 in local funds for Clark College's Early Learning Center; and

WHEREAS, completion of this project will increase program access, enhance program quality, increase operational efficiencies and reduce maintenance and capital repair backlog; and

WHEREAS, the college is asking for approval to use an additional \$125,000 in local funds to complete the project; and


WHEREAS, the college has sufficient local capital funds.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges increases Clark College local expenditure authority, up to \$1,125,000, for their Early Learning Center.

APPROVED AND ADOPTED on December 1, 2011.


Sharon Fairchild, Chair

ATTEST:


Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 11-12-68

A resolution relating to Skagit Valley College's local expenditure authority for the Lewis Hall Replacement Building permits.

WHEREAS, the State legislature previously appropriated funds for the predesign and design of a replacement for Skagit Valley College's Academic and Student Services Building, commonly known as Lewis Hall; and

WHEREAS, funding the construction phase of this project is the State Board's top priority for the 2012 Supplemental Capital Budget; and

WHEREAS, Skagit Valley College has developed an accelerated schedule that requires applying for the permits in November 2012; and

WHEREAS, the college's board of trustees approved the use of local funds to apply for permits to meet the accelerated schedule.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorizes Skagit Valley College local expenditure authority, not to exceed \$42,000, for the permits.

APPROVED AND ADOPTED on December 1, 2011.


Sharon Fairchild, Chair

ATTEST:


Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 11-16-69
REVISED (December 1, 2011)

A resolution relating to the 2012 Legislative Agenda.

WHEREAS, the system is on record with 2011-2013 biennial capital and operating requests; and

WHEREAS, the following items are recommended by State Board staff and/or WACTC for focused attention at this time:

1. Preserve State Funding for Higher Education
2. Maintain State Need Grant and Affordability for Students
3. Authorize Financing for New Administrative System (ctcLink Project for ERP)
4. Support Capital Request
5. Fund M & O for Instructional Space for Alternatively Financed Projects
6. Add Higher Education Representation on the Select Committee for Pension Policy
7. Provide Management Flexibility and Regulatory Relief
 - Capital Construction
 - Authorize local financing for non-appropriated capital projects when debt service is paid from local funds.
 - Eliminate the floor of \$25,000 for minor capital funded projects.
 - Increase bid limits for public works contracts to a single limit of at least \$100,000 irrespective of multiple or single trade or craft.
 - Purchasing
 - Authorize colleges and universities to purchase equipment maintenance agreements for periods longer than one year.
 - Authorize colleges and universities to purchase air and car rental off-state contract with personal or state credit cards.
 - Reporting
 - Align state and federal Greenhouse Gas and Energy Star reporting requirements.
 - Eliminate state Hazardous Mitigation reporting.
 - Align Federal Cleary Act and State Campus Safety reporting requirements.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges approves the 2012 Legislative Agenda as presented above.

APPROVED AND ADOPTED on December 1, 2011.


Sharon Fairchild, Chair

ATTEST:


Charles N. Earl, Secretary